

Since 1958

# SINGAPORE AMERICAN

Thank you for your interest in the Singapore American Newspaper! SAN is a community newspaper which would not be possible without its contributors. Your support, creativity and time are all greatly valued and appreciated!

The object is to publish news, information and articles that are relevant, current and interesting to our expat readers.

We aren't writing about terrorists in France or conflicts in Somalia. Our articles are light and informative. The tone of your writing should be the same. Shoot for a conversational voice. Your target audience should be your mother. If you write for your boss or coworkers, the article is too formal and filled with jargon. If you write for your children, it's too condescending. But if you write for your mom – viola! You'll find the perfect voice.

We have several monthly sections. Additionally, we have a monthly theme that needs several feature articles related to it. Other sections do not have to relate to the theme. Pitches are welcome. The editor may assign a story.

**Travel**  
**Health & Wellness**  
**Living in Singapore**

**Arts & Culture**  
**Sports**  
**Monthly Theme**

## Dates

Deadlines are **USUALLY** the 1<sup>st</sup> of the month before the issue month (Example: January 1 is the deadline for February).

## Checklist

Keep articles to 500 words or less

American spelling

Relevant and engaging

Concise

Acceptable for all audiences with no religious or political slant – no explicit material

No income, gifts or favors accepted in exchange for article – no exceptions!

Not too technical nor full of jargon

Edited using Chicago Manual of Style

Spell-checked

Fact-checked

Three or more sources when relevant

One typeface only, left-justified, black only

Two-three line bio attached at end

No self-promoting articles (SAN introduces writers once annually in the paper)

One article per writer, per edition unless published under a pen name

Single spaces only (no double space after the end of the sentence)

No Oxford comma in a series before “and” or “or”

No lifted material

## Photography & Graphics

Interesting, high-res images are key.

**YOU MUST HAVE PERMISSION TO USE THE IMAGE PROVIDED**

300 dpi (usually no less than 1MB in size)

Formatted as .jpg, .tiff, .pdf, or .psd

Include captions with full names of people and places and photo credit

Please be aware that submitting an article does not guarantee it will be included in SAN. Not following any of the listed guidelines or an article that needs a total rewrite, may result in your piece not being used. The Editor-in-Chief and Publishing Editor have final say about what will be printed each month. Some articles may end up on our website.