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**GUIDELINES FOR AUTHORS: Preparing Manuscripts for Publication**

Edited by Paula J. Wagemaker

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Submitting a manuscript to a publisher is not simply a matter of handing over a sheaf of paper. Publishers usually insist that a manuscript and its accompanying illustrative material be presented to defined standards of preparation. The standards of preparation required are detailed in these guidelines which have been produced in the interest of ensuring harmonious relationship between authors and their publishers.

**PUBLIC AND PRIVATE ENTERPRISE IN NEW ZEALAND**

Edited by R. C. Mascarenhas

133 p. 1984. \$15.00 plus \$1.60 p &amp; p

This volume is the result of a conference "Public enterprise and Private enterprise: Protagonist or Partners?" sponsored by the New Zealand Institute of Public Administration. The conference took place from 23-25 August 1982, at Dunedin, and its purpose was to examine the relative roles of the public and private sectors and to identify the social and political issues which are likely to have significant implications for public administration.

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By Geoffrey Moss

119 p. 1983. Illustrated. \$12.95 plus \$1.60 p &amp; p

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STATE SERVICES COMMISSION

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**THE NEW ZEALAND GAZETTE DEADLINES**

(Anzac Day)

In the week including Anzac Day, the *New Zealand Gazette* will be published on Wednesday, 23 April 1986. Notices from Government departments must be received by the Gazette Clerk, Department of Internal Affairs, Wellington by noon on Monday, 21 April 1986.

Advertisements will be accepted by the Government Printer, c/o Gazette Clerk, Government Printing Office, Private Bag, Wellington until noon on Tuesday, 22 April 1986.

Advertisements are charged at the rate of 20c per line.

All advertisements should be written or typed on one side of the paper, and signatures, etc., should be written in a legible hand.

**CANCELLED NOTICES**

Advertisements cancelled after being accepted for printing in the *Gazette* will be subject to a charge of \$8.00 for setting up and deleting costs.

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