Story here, and only the story. Note that MS Word will calculate the proper number of words automatically because the contact info and title are in the Header. Double-click the grayed-out text above to edit the Header with your info. Double-click the text on the page to return to the main manuscript.

New paragraph. Note that the settings are double-spaced, Times New Roman 12 pt font, and the indents are part of the paragraph settings, not generated by a tab or spaces. You may delete all the text on this page and put your story here. Paste using the option of "Keep Text Only" to retain the proper manuscript formatting (if you have italics in your original formatting, you will need to re-add them).

**When your story is ready, submit it via this online form:**<https://goo.gl/forms/oPiRuYYyrKkn8SKj1>

If the online form won’t let you attach your file, fill out the rest of the form and then send your file in an email with the subject line as follows:

HAVOK SUBMISSION-<your last name>-<story title>-<monthly theme>

*Example: HAVOK SUBMISSION-Winch-My Amazing Story-Wild West*

Send your story as an email attachment, NOT in the body of the email.

Name your file using this file name format: <your last name>—<story title>—<monthly theme> Example: *Winch—My Amazing Story—Rebirth.doc*

[This template updated 10/14/2021.]