**GUIDELINES FOR AUTHORS**

**The following must be included in the paper:** the title of the paper, author’s name and surname, academic or professional status, as well as the name and address of the author’s place of work or home address, including e-mail address.

The text is to be typed in **Times New Roman**, font size 12pt (footnotes font size 10pt), regular style, alignment justified, single-spaced, with one-line space between paragraphs.

Tables and graphs are to be inserted in their proper location in the text.

The following format of “double quotation marks”, and 'single quotes' should be used. Giving emphasis should be avoided (italic, bold, underlined, lowercase capitals), particularly in combination with double quotation marks (i.e. never “double quotation marks”).

Latin terms and abbreviations should always be written in italic lowercase (*op.cit*., *ibid*.). Numbers denoting footnotes are never italicised (²), and if they are located at the end of the sentence, they are placed after the period (.²).

The papers should not exceed **10 000 words**.

The manuscripts have to be written in **English**. Authors whose native language is not English are advised to seek help from someone with full professional proficiency in English or **proofread** their papers by a native English speaker before submission.

**Citation Formats**

When citing the first time, a full bibliographic reference must be provided containing the following information: author(s) name(s), title, publisher, place and date of publication, and the page number(s) to which they refer. All publications should include the surname followed by the initials of the author’s first name(s) (the names of different authors are to be separated by a semicolon); the title of the work should be italicised (book and article titles), whereas different data are to be separated only by commas and always in the same order.

 **Footnotes**

Font 10pt is used for writing footnotes. Paragraph indent is set to 0.3pt with single spacing, and line spacing at 0.3pt.

**Examples:**

[1] Strohal, J., Razvitak zadružnog prava u Hrvatskoj i Slavoniji, Zagreb, 1907, pp. 17, 30; Gavazzi, M., Sudbina obiteljskih zadruga jugoistočne Europe, in: Gavazzi, M. (ed.), Vrela i sudbine narodnih tradicija, Zagreb, 1978, p. 90; Adamček, J., Agrarni odnosi u Hrvatskoj od sredine XV do kraja XVII stoljeća. Zagreb, 1980, pp. 692 – 693

[1] Strohal, J., Razvitak zadružnog prava u Hrvatskoj i Slavoniji, Zagreb, 1907, pp. 17, 30

 **1. Books**

First citation:

   Triva, S. *et al.*, *Arbitraža i poduzetništvo*, Progres, Zagreb, 1991, p. 87

In terms of subsequent citation, use *ibid.* If *ibid.* with a page number or *loc. cit*. cannot be used, the text must give reference to the footnote from the first citation. Similarly, only the author's surname is to be written; if a cited publication has more than three authors, the surname of the first author is to be provided, followed by *et al*.

            Triva *et al.*, *op. cit.,* note 9, p. 95

**2. Article or Chapter in Edited Books**

First citation:

Tucak, I.; Visegrady, A., *The role of lower and higher courts in the interpretation of Hungarian Croatian law,* in: Drinóczi, T.; Župan, M. (eds.), Law - Regions - Development, Pecs and Osijek, 2013, pp. 341 - 373

Subsequent citations:

Tucak, I.; Visegrady, A., *op. cit.,* note 2, p. 371

**3. Journals**

First citation:

      Rešetar Čulo, I., *Zaštita starijih osoba u Europi: trenutno stanje nedostatci I izazovi*, Pravni vjesnik, Vol. 30, No. 2, 2014, pp. 117 – 135

Subsequent citations:

Rešetar Čulo, *op. cit.,* note 15, p. 125

If the same footnote refers to first citations of different parts of the publication by the same author, then the following citation format is used:

Rešetar Čulo, *Zaštita*…, *op. cit.,* note 15, p. 125

**4. Website References**

The same citation format applies to website references: author’s name(s), title of document, website title, web address, and date accessed.

The website address should be marked in black (Times New Roman) and not underlined.

Balkin, Jack M., *Critical Legal Theory Today,* 2008, [http://digitalcommons.law.yale.edu/cgi/viewcontent.cgi?article=5623&context= fss\_papers], Accessed 10 June 2015

**5. Legal Acts**

The titles of legal acts are not italicised. The titles of official journals must be written in full and not abbreviated.

Convention on Rights of Persons with Disabilities (Konvencija o pravima osoba s invaliditetom), Official Gazette, International Agreements, No. 6/2007, 3/2008, 5/2008

Art. 52 and 53 of the Constitution of the Republic of Croatia, Official Gazette No. 85/2010

**6. EU Treaties**

Example:

Article 12 (1) TEU (Lisbon)

Article 124 (1) TFEU (Lisbon)

Article 45 TEC (Nice)

**7. EU Secondary legislation**

When citing EU legislation for the first time, note the Legislation type, its number and title, then publication details from the Official Journal (OJ) of the European Union. The OJ citation is given in the order: [year] OJ series Number/Page.

Example:

Council Directive 2001/29/EC on the harmonisation of certain aspects of copyright and related rights in the information society [2001] OJ L167/10

In subsequent footnotes a short form of the legislation title may be used, provided warning is given in brackets in the initial footnote.

Example:

1. Council Directive 93/104/EC concerning certain aspects of the organisation of working time [1993] OJ L307/18 (Working Time Directive)
...
4 Working Time Directive, art 2

**8. CJEU case law**

In the text of the article indicate: Case *Arne Mathisen AS v Council*

In footnote it is important to specify exact paragraph of the judgment:

Case T-344/99 *Arne Mathisen AS v Council* [2002] ECR II-2905, par. 45

**9. ECHR**

Article 10 ECHR

Judgment *Omojudi v UK* (2010) 51 EHRR 10

**References:**

A full reference list is to be provided at the end of the paper.

**Example of the Article**

**Name and academic title of the first author**

Institution/Affiliation

Postal Address

E-mail address:

**Name and academic title of the second author**

Institution/Affiliation

Postal Address

E-mail address:

**THE TITLE OF THE PAPER**

***Abstract***

*Abstracts should contain a clear indication of the purpose and aim of the research, the approach used, the major results and the implications to be described in the full paper.*

***Key words***: *Keyword 1, Keyword 2, Keyword 3, Keyword 4, Keyword 5, keyword 6*

1. **The first-level heading**

* 1. **The sub-heading**

1.1.1. Other sub-heading

1. **Another first-level heading**
	1. **Another sub-heading**

**REFERENCES**

**BOOKS AND ARTICLES**

1. Aras, S., *Arbitrabilnost obiteljskopravnih sporova*, in: Djelotvorna pravna zaštita u pravičnom postupku. Izazovi pravosudnih transformacija na jugu Europe, Zagreb, 2013, pp. 543 – 561
2. Baron, P. M.; Liniger, S., *A Second Look at Arbitrability: Approaches to Arbitration in the United States, Switzerland and Germany*, Arbitration International, Kluwer Law International, Vol. 19, Issue 1, 2003, pp. 27– 54
3. Bouček, V. *Arbitrabilnost kartelnih sporova,* Zagreb, 1996, doctoral thesis

**COURT OF JUSTICE OF THE EUROPEAN UNION**

Cite an EU case using the prefix ('Case C-' for the ECJ or 'Case T-' for the GC), case registration number then the name of the case in italics followed by the report citation.

**Example:**

1. Case T-344/99 Arne Mathisen AS v Council [2002] ECR II-2905
2. Case C-556/07 Commission v France [2009] OJ C102/8
3. Case C-411/05 Palacios de la Villa v Cortefiel Servicios SA [2007] ECR I-8531, Opinion of AG Mazák

**ECHR**

European Convention for the Protection of Human Rights and Fundamental Freedoms, as amended by Protocols Nos. 11 and 14, 4 November 1950, ETS 5

**Decisions:**

Cite a case in your work by the party names, year published, volume, law report abbreviation and the page number.

**Example:**

*Omojudi v UK* (2010) 51 EHRR 10

**EU LAW**

Treaty of Lisbon amending the Treaty on European Union and the Treaty establishing the European Community [2007] OJ C306/01

Council Directive 2001/29/EC on the harmonisation of certain aspects of copyright and related rights in the information society [2001] OJ L167/10

**LIST OF NATIONAL REGULATIONS, ACTS AND COURT DECISIONS**

1. Family Law, Official Gazette No. 116/2003, 17/2004, 136/2004, 107/2007, 57/2011, 61/2011, 25/2013, 75/2014, 83/2014
2. Odluka o troškovima u postupcima arbitraže, Official Gazette No. 142/2011

**WEBSITE REFERENCES**

1. Balkin, Jack M., *Critical Legal Theory Today,* [http://digitalcommons.law.yale.edu/cgi/viewcontent.cgi?article=5623&context=fss\_papers], Accessed 10 June 2015
2. Finnis, John, „*Natural Law Theories*“*,* in: *The Stanford Encyclopedia of Philosophy,* Fall 2014 Edition, [http://plato.stanford.edu/archives/fall2014/entries/natural-law-theories/], Accessed 10 June 2015