

SYDNEY LAW REVIEW

**GENERAL STYLE GUIDE
FOR AUTHORS**

NOVEMBER 2006

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1. SUBMISSION REQUIREMENTS

Manuscripts may be submitted in hard copy, or by email to slr@law.usyd.edu.au Please CC the email to editor@slr.law.edu.au

If submitting by email, please use the 'return receipt' function or confirm by subsequent email that it has been received.

Manuscripts should be typewritten in 12 point font size, using a True Type font that is easy to read. The text should be double spaced and typed on one side of A4-size paper, leaving generous margins.

A 100-200 word abstract of the submission must be included.

[A] Author Note

Please place an asterisk symbol [*] after the author's name (which should appear below the title) and use it to include the author's full name and institutional affiliation; eg 'Senior Lecturer in Law, Monash University'. The author note precedes the first numbered footnote.

Full stops [.] should appear at the end of all footnotes.

[B] Pinpoint Citation

The *SLR* uses 'at' rather than 'p' / 'pp'.

The *SLR* prefers citation to specific pages or blocks of pages as opposed to chapters; eg 'at 671-691' not 'at ch 11'.

✘ Regina Graycar & Jenny Morgan, *The Hidden Gender of Law* (1990) at 12-16.

If referring to several specific pages from one source, separate the page numbers with commas:

✘ Regina Graycar & Jenny Morgan, *The Hidden Gender of Law* (1990) at 11, 18.

Where several citations appear in the same footnote, separate the citations by semi-colons [;], placing a full stop after the last one.

The works should be cited in descending order of persuasion.

[C] Repeat Citations

Cases and legislation should be cited in full the first time. When repeated, the case name will be abbreviated. For example:

- ❖ 1. *McGinty v Western Australia* (1996) 186 CLR 140 ('McGinty')
- 2. *McGinty* (1996) 186 CLR 140 at 171, 180–3 (Brennan CJ)

and, another example,

- ❖ 1. *Lange v Australian Broadcasting Corporation* (1997) 189 CLR 520 at 559–61 ('Lange')
- 2. *Lange* (1997) 189 CLR 520

Other sources should be cited as follows:

❖ **Same material as the previous footnote — Ibid and Id**

Ibid is used if the reference is to exactly the same citation as that immediately preceding it:

- ❖ 1. Harold Luntz, *Assessment of Damages for Personal Injury and Death: General Principles* (2006) at 23.
- 2. Ibid.

Id is used if the reference is the same work previously cited, but on a different page:

- ❖ 1. Harold Luntz, *Assessment of Damages for Personal Injury and Death: General Principles* (2006) at 23.
- 2. Id at 25.

Do not italicise these terms or place a comma after them.

Do not use these terms for legislation or cases.

❖ **Same material as elsewhere in the document — Above and Below**

In both the text and footnote citations, the words 'above' and 'below' should always be used in preference to their Latin words 'supra' and 'infra'. However, preceding the word 'above' or 'below' please include the author's surname, eg: Graycar, above n4.

If reference is being made to the same work at a different place, insert 'at' and a page number after the reference to the note.

If the initial footnote has multiple citations, subsequent reference to one source in that initial footnote should clearly indicate which source is being referred to, either in the text or in the subsequent footnote by including the author's name or, where this is not helpful, including both author and abbreviated title.

2. QUOTATIONS

[A] General Format

Any material which is taken word for word from a source must NOT be altered to conform to the *Review* house style.

Single quotation marks are used for emphasis and actual short quotations.

Double quotations marks are reserved for quotes within quotes.

Quotations in footnotes should always run on and be enclosed in quotation marks. Do not indent quotes in footnotes.

[B] Short and Long Quotes

Short quotations use less than three lines. These should be included in the text and enclosed by single quotation marks. Do not indent:

✦ As Kirby J said, the Australian judge is 'a riddle, wrapped in a mystery inside an enigma'.

❖ **Note: this short-quotation style applies to quotations in footnotes, regardless of their length.**

Long quotations exceed three lines. Begin these on a new line and INDENT the whole paragraph. Do not enclose them in quotation marks. Type with a smaller font size (preferably 10 point). Ensure to leave a line before and after the quoted passage:

✦ According to Kirby J:

Judges are important in our country. Their importance increasingly extends beyond the courtroom...For most, the Judge emerges in court, hears the case, gives judgment and disappears again behind the curtain. He is, like Churchill's Russia, a riddle, wrapped in a mystery inside an enigma.¹

This issue should not be overlooked, as it highlights...

[C] Edited Quotes

❖ Additions

Any editorial additions or interpolations introduced by the author into quoted passages must be enclosed in square brackets.

Similarly, when capital letters opening quotes need to be added or removed to suit the sentence being quoted, use square brackets:

⊠ [T]he Judge emerges in court, hears the case, gives judgment and disappears again behind the curtain.

❖ Adding emphasis in quotations

If added emphases are placed on particular words or phrases in a quoted passage or sentence by the author, these must be acknowledged in the following manner:

⊠ No judge in England or Australia has yet written a revealing autobiography disclosing ‘all’ about his judicial life. Indeed, *few have written anything beyond their judgments*. As most disdain interviews...little is known about them or their ways. [Emphasis added.]

Note: the use of capital ‘E’ in ‘Emphasis and the full stop inside the brackets.

❖ Omissions from quotations

THREE dots (ellipsis) are used to indicate an omission from a quotation when the omitted portion is short: ‘...’

FOUR dots are used if the portions omitted are long; for eg when the omission has run to the end of the sentence and includes at least part of the next sentence if not more: ‘....’

⊠ Judges are important in our country. Their importance increasingly extends beyond the courtroom For most, the Judge emerges in court, hears the case, gives judgment and disappears again behind the curtain. He is...a riddle, wrapped in a mystery inside an enigma.

❖ Errors or discriminatory terms in quoted passages

Spelling errors or discriminatory terms do not need to be edited or altered if being directly quoted.

However, the error or affected term in question may be followed by the italicised word ‘sic’ enclosed in square brackets:

⊠ For most, the Judge emerges in court, hears the case, gives judgment and disappears again behind the curtain. He [sic] is...a riddle, wrapped in a mystery inside an enigma.

3. CITATION GUIDE: HARD COPY

⌘ Journal / Periodical Articles

[A] Print Journals

❖ Order of Citation

1. Cite the given name(s) followed by the author's surname. If no author is shown, use the form of designation in the journal (eg Note, Comment, Review, Editorial).
2. Place a comma after the last surname.
3. The title (using leading capitals) in single quotation marks. If there are subtitles, separate these from the main title by a colon [:]. Do not use italics in the title unless a case name is being used.
4. The year of publication in parentheses or square brackets, as appropriate.
5. The volume number.
6. The full name of the journal in italics.
7. If the periodical does not use consecutive pagination throughout each volume, the issue number or month, in parentheses. If consecutive paginating is used, proceed to step 8.
8. The page number at which the article begins.
9. If pinpoint citing, insert the word 'at' followed by the specific page(s) used.

❖ Patricia Williams, 'Alchemical Notes: Reconstructing Ideals from Deconstructed Rights' (1987) 22 *Harvard Civil Rights–Civil Liberties Law Review* 401.

[B] Journals Available Only on the Internet

❖ Order of Citation

1. Cite in the same format as for print journals, above.
2. If the journal or periodical uses issue numbers, these should also be included.

3. Provide the site URL enclosed in angle brackets [`< >`], followed by the word ‘accessed’ and the date the page was accessed.
4. Pinpoint references, if any, must use the word ‘at’ and should appear before the URL. If citing to a paragraph, put the paragraph number in square brackets.

✠ Kam C Wong, ‘From White-Collar Crime to Organizational Crime: An Intellectual History’ (2005) 12(1 & 2) *E Law – Murdoch University Electronic Journal of Law* at [12]
`<http://www.murdoch.edu.au/elaw/issues/v12n1_2/Wong12_1.html>` accessed 24 October 2006.

⌘ Books

[A] General Guide

❖ Order of Citation

1. Author or editor. Cite the given name(s) followed by the surname of the author.
2. Place a comma after the surname. [If there is no author, begin with the book title.]
3. The book title (using leading capitals) in italics. If there are subtitles, separate these from the main title by a colon [:].
4. Parentheses enclosing:
 - (i) the edition if it is not the first. Type this in numerals followed by ‘st’, ‘rd’ or ‘th’ as the case may be. Abbreviate edition to ‘ed’ and follow this with a comma;
 - (ii) the year of publication.
5. If pinpoint citing, insert the word ‘at’ followed by the specific page numbers.

✠ Margaret Thornton, *The Liberal Promise: Anti-discrimination Legislation in Australia* (1990).

Note: there is no comma after the title and before the parentheses.

[B] Variations on Authors

❖ Multiple Authors

All authors of the publication are to be listed. Do not use ‘et al’ for INITIAL citations.

Use commas and an ampersand [&] to separate the names:

- ✘ Tony Blackshield & George Williams, *Australian Constitutional Law and Theory: Commentary and Materials* (1998).

❖ Institutional Authors

Treat government publications and institutional authors in the same manner as standard authors in citations:

- ✘ Australian Chamber of Commerce, *Proposals for Taxation Reform* (1980).

❖ Editors

If the book has an editor(s) as opposed to an author, insert the abbreviation 'ed' or 'eds' in parentheses after the last name and before the comma:

- ✘ Andrew Parkin, John Summers & Dennis Woodward (eds), *Government, Politics, Power and Policy in Australia* (5th ed, 1994).

❖ Contributors

If the citation is concerned with an article contributed to a book, then the work should be cited in the same manner as journal articles. For details, see journals and periodical citation below:

- ✘ Graham Davis, 'Executive Government: Cabinet and the Prime Minister' in Andrew Parkin, John Summers & Dennis Woodward (eds), *Government, Politics, Power and Policy in Australia* (5th ed, 1994).

[C] Revised Editions

For unnumbered revised editions, cite using the method described above, but include the words 'rev ed' followed by a comma [,] before the publication year.

- ✘ Alan Watson, *Legal Transplants: An Approach to Comparative Law* (rev ed, 1993).

[D] Translations

References to works in translation should follow the book's title with parentheses enclosing the full name of the translator followed by 'trans' and then a comma [,] and the year of publication followed by 'ed'.

✠ Michel Foucault, *Discipline and Punish: The Birth of the Prison* (Alan Sheridan trans, 1979 ed) at 46.

⌘ Government and Private Publications

[A] Discussion Papers / Reports

Style as for books.

❖ Additional points:

1. Provide the institutional author or jurisdiction and department responsible for the publication as the report's author.
2. The official title appears in italics. This will usually include the type of report: ie, interim or final report; discussion paper; working paper. If not, insert the type after the popular name.
3. If there is a pinpoint citation, the word 'at' followed by the page number. If it is a chapter, use the first and last page of the chapter. Do not cite chapters.
4. The popular name of the report, if any, should be in italics, surrounded by single quotation marks, and set in parentheses. (NB: The popular name of a report may be the Chair's or the Commissioner's name.)

✠ Treasury, *Financial System Inquiry: Final Report* (1997) at 1–12 ('Wallis Report').

[B] Law Reform Commission Reports

❖ Order of Citation

1. Jurisdiction (do not abbreviate) followed by 'Law Reform Commission' and a comma.
2. The title of the report in italics, followed by a comma.
3. The report number, if any.
4. The year the report was released.
5. If there is a pinpoint citation, the word 'at' followed by the page number. If it is a chapter, use the first and last page of the chapter. Do not cite chapters.

- ✘ Australian Law Reform Commission, *Complaints Against Police*, Report No 1 (1975).

⌘ Conference / Seminar / Workshop Papers

[A] Published Papers

❖ Order of Citation

1. Cite the given name(s) followed by the author's surname.
2. Place a comma after the last surname.
3. The title of the paper (using leading capitals) in single quotation marks. (If there are subtitles, separate these from the main title by a colon [:.].)
4. Follow with the word 'in'.
5. The conference organisers, followed by a comma.
6. The name of the published conference papers, in italics.
7. Parentheses enclosing:
 - (i) The place of publication (city only, otherwise the abbreviated state), followed by a comma;
 - (ii) Publisher if available, followed by a comma;
 - (iii) The year of publication.

- ✘ Benjamin Brown, 'Family Disputes and Tax Planning' in Taxation Institute of Australia, *Papers Presented at the Fifth National Convention* (Sydney, 1980) at 43–46.

[B] Unpublished Papers

❖ Order of Citation

1. Cite the given name(s) followed by the author's surname.
2. Place a comma after the last surname.
3. Name of the paper in single quotation marks, followed by a comma.

4. Parentheses enclosing a description of the seminar or conference. This description will usually include:
- (i) what was presented (paper, demonstration);
 - (ii) type of conference (seminar, conference, workshop, symposium);
 - (iii) organisers;
 - (iv) the date of the conference.

✠ Justice Claire L'Heureux-Dubé, 'Relationship Recognition: The Search for Equality' (Paper presented at the Discussion Forum on Relationships and the Law, Sydney, 7 July 2000).

⌘ Media / Press Releases

[A] Newspapers/ Magazines

❖ Order of citation

1. The author's given name and surname, if available, followed by a comma. If no author is shown, start with step 2.
2. The title, in single quotation marks.
3. The name of the newspaper in italics. Give the full name of the newspaper in the first citation.
4. In parentheses, the day, month and year of print. Do not place commas between these items.
5. The word 'at' followed by the page number(s) on which the article appears.

✠ Kerry Kissane, 'Rape's Rough Justice – Judges, Juries and the Public Struggle with the Meaning of Consent to Sex' *Time Australia* (25 January 1993) at 38–39.

[B] Press Releases

❖ Order of Citation

1. Name(s) of person(s) and/or organisation responsible for issuing the press release. Politicians may be referred to as 'MP', 'Senator' or 'MLC' etc, as appropriate. If

citing government ministers who hold more than one portfolio, refer only to the portfolio pertaining to the press release.

2. Title of the press release in single quotation marks and with leading capitals.
3. The words 'Press Release' followed by a comma [,] and the date of the release, all enclosed in parentheses.

✠ Ian Cohen MLC, 'Biodiesel for Sydney's Ferries' (Press Release, 26 September 2005).

[C] Television and Radio Transcripts

❖ Order of Citation

4. Broadcaster, followed by a comma.
5. Title in leading capitals and single quotation marks, followed by a comma.
6. Name of television or radio program, in italics and followed by a comma.
7. Full date in day-month-year format, followed by a comma.
8. Pinpoint citation, if any, preceded by the word 'at'.
9. It is optional to give the URL and date the document was accessed online (cite the latter using the word 'accessed'); these should be provided at the end of the citation if it is considered they would facilitate retrieval of the transcript.

✠ ABC Television, 'Chamber of Commerce Rejects Supervised Injecting Room', *The 7:30 Report*, 23 March 2000
<<http://www.abc.net.au/7.30/stories/s113017.htm>> accessed 21 September 2001.

⌘ Cases in Australia/UK – Reported

[A] General

When available, the authorised series of reports should be cited.

Popular or shortened names may be used if the case name is a long one, or is referred to several times in the text.

[B] General Guide

❖ Order of Citation

1. The name of the case in italics as it is reported.
2. The year that the case was reported, surrounded by square or round brackets (see below).
3. The volume number, if available. Otherwise square brackets have been used.
4. The abbreviated case reporter. Do not separate the abbreviated letters with full stops.
5. The page number of the first page of the case.
6. In parentheses, include the popular or shortened name of the case, if any, in italics and surrounded by non-italicised single quotation marks.
7. If pinpoint citing, insert the word 'at' followed by the specific pages and the judges' names in parentheses.

[C] Exceptions

❖ Criminal Cases

Where the Crown is the prosecutor or appealing party, use *R* to denote Rex or Regina. Where the Crown is the respondent, spell out in full.

Where one of the parties is the Director of Public Prosecutions, abbreviate the name to *DPP*

❖ CCH Case Reporters

The CCH law reporters do not conform to the conventions regarding square/round brackets or the traditional mode of citations. The year, although placed in round brackets, is crucial to finding the case.

Please cite to page numbers rather than paragraphs:

☒ *Corbett v Pallas* (1995) Aust Torts Reports 62,236 at 62,240.

[D] Statements Given During Argument

When citing a statement given during argument, the words 'during argument' should be included after the judge's name.

[E] Citing Judges

Details on pinpoint citation generally are outlined in [Part 1 \[C\]: Pinpoint Citation](#).

When citing a particular judge from a reported judgment, place the name of the judge in parentheses following the page number:

✘ *Breen v Williams* (1996) 186 CLR 71 at 77 (Brennan CJ).

If more than one judge is being cited, place a comma after each pair of parentheses, followed by the page number and the next name in parentheses. Do not use the word ‘at’ every time:

✘ *Breen v Williams* (1996) 186 CLR 71 at 77 (Brennan CJ), 84 (Dawson & Toohey JJ), 99 (Gaudron & McHugh JJ) and 115 (Gummow J).

Note: ampersands [&] are preferred to the word ‘and’ when judges have given joint judgments.

[F] Subsequent Elevation

When identifying a judge, his or her judicial office at the time of the decision should be used. The phrase ‘as he/she then was’ should not be included.

[G] Extra-Judicial Statements by Judges

When citing a judge’s extra-judicial statements or writings, refer to the judge in the same manner as for any other author; ie, do not use ‘Justice’ or other judicial title.

[H] Parallel Citations

Parallel citations should not be used.

[I] Identifying the Court

The name of the court may be included where the author believes identifying the court is important and not otherwise apparent. Jurisdiction should only be included if it is not apparent from the citation:

✘ *Aldrick v EM Investments (Qld) Pty Ltd* [2000] 2 QD R 346 (Court of Appeal).

Chief Executive Officer of Customs v Labrador Liquor Wholesale Pty Ltd (2001) 47 ATR 448 (Queensland Court of Appeal).

[J] Transcripts of Proceedings

For proceeding transcripts of the High Court of Australia which have medium-neutral designators, please use the medium-neutral citation method described below in [Part 2: Cases — Unreported](#). An example follows here:

✠ *Smith v National Foods Milk Ltd* [2006] HCATrans 532.

For all other transcripts, please use the following style. Note that the case name should appear *before* the words ‘Transcript of Proceedings’:

✠ *Australian Broadcasting Corporation v Hanson*, Transcript of Proceedings (High Court of Australia, McHugh J, 24 June 1999).

[K] Case History

The subsequent history of a case may be indicated after a citation to the case by including the abbreviation ‘aff’d’ for ‘affirmed’ or ‘rev’d’ for ‘reversed’. If the case name remains the same or the parties’ names are merely reversed, the name of the subsequent case is not required:

✠ *Introvigne v Commonwealth* (1980) 32 ALR 251; aff’d (1982) 150 CLR 258.

⌘ Cases in Other Jurisdictions — Reported

[A] New Zealand

Cite as for Australian cases. Follow the rules set out above.

✠ *Welsh v Mulcock* [1924] NZLR 676.

[B] Canada

❖ Order of Citation

1. The name of the case in italics as it is reported.
2. The year that the case was reported, surrounded by square or round brackets (see below).
3. The volume number, if available. Otherwise square brackets have been used.

4. The abbreviated case reporter. Do not separate the abbreviated letters with full stops.
5. The series number, if there is one, inside round brackets.
6. The page number of the first page of the case.

✘ *Mason v Kelly* (1991) 85 DLR (4th) 214 at 220.

[C] United States

❖ Order of Citation

1. The name of the case in italics as it is reported. Note that the ‘v’ is also in italics and in lower case. Do not put a comma after the case name.
2. The volume number.
3. The abbreviated case reporter. Do not separate the abbreviated letters with full stops.
4. The series number, if there is one.
5. The page number of the first page of the case.
6. The year in parentheses.
7. If an abbreviated form of the court is included, it should appear in parentheses.

✘ *Foy v Donnelly* 959 F 2d 1307 (1990) at 1309.

Atwater v City of Lago Vista, 195 F 3d 242 (5th Cir, 1999).

⌘ Cases – Unreported

[A] Australia: Unreported Decisions with Medium-Neutral Citation Available

Unreported decisions should be followed in the following format where the court has adopted a medium-neutral citation system.

❖ Order of Citation

1. The name of the parties in italics.
2. In square brackets: [Year].

3. Unique Court Identifier.
4. Judgment Number.
5. Pinpoint paragraph reference, if any, in square brackets and preceded by the word ‘at’.

Vauu v Refugee Review Tribunal [2002] FCA 417.

[B] Australia: Other Unreported Decisions

Other unreported decisions, ie those prior to the introduction of medium-neutral citation, should be in the following format.

❖ Order of Citation

1. The name of the parties in italics.
2. In parentheses: Unreported, Court, Judge(s), Full date of Judgment.
3. Transcript page number preceded by the word ‘at’.

Smith v Junes (Unreported, Supreme Court of Victoria, Nathan J, 18 March 1994) at 56.

[C] Other Jurisdictions

For all other jurisdictions, use the general guide provided. Insert any other information considered relevant to a particular jurisdiction or essential to the finding of a case.

⌘ Legislation & Parliamentary Materials

[A] Acts / Legislation / Statutes

❖ Essential elements for Australian and UK Acts:

1. The name of the Act — the short title, in italics.
2. The year the Act was passed. Do not place in italics. Do not include the year last amended.
3. The jurisdiction of the legislation, abbreviated and in parentheses.

4. If pinpoint citing, abbreviate 'section' to 's'. Do not place a full stop after 's', but do insert a space and then the number. For other abbreviations, see below.

✠ *Community Protection Act 1994 (NSW) s 27(2).*

❖ **Exceptions:**

{1} Amended Acts in Queensland and Western Australia.

When citing amended Acts in the above named jurisdictions, include the year of the last amending Act:

✠ *Fire Brigades Act 1942–82 (WA).*

{2} Old English Statutes Before 1962:

1. The name of the Act in italics.
2. The year in parentheses.
3. The regional year, followed by a comma.
4. The chapter number. Abbreviate 'chapter' to 'c'. Insert a hard space after 'c'.
5. The section number. Abbreviate 'section' to 's'. Insert a hard space after 's'.
6. The schedule number. Abbreviate schedule to 'sched'. Insert a hard space after 'sched'.

✠ *Judicature Acts (1925) 15 & 16 Geo V, c 49, s 32, sched 6.*

[B] Bills

❖ **Essential Elements:**

1. Name of the Bill. Do not place in italics.
2. The year of introduction. Do not place in parentheses or in italics.
3. The jurisdiction of the Bill, abbreviated and in parentheses.
4. If the Bill has been amended during its passage through parliament, place the words 'as amended' or the reading of the Bill (First, Second or Third).
5. If pinpoint citing, insert the word 'clause', abbreviated to 'cl', followed by a space and then the number(s).

- ✘ Second Corporate Law Simplification Bill 1996 (Cth) (Third Reading), cl 246A.

[C] Delegated Legislation

Regulations and other forms of delegated legislation should be presented as for Acts, but with the instrument name NOT in italics:

- ✘ Workplace Relations Regulations 1996 (Cth).

[D] Constitutions

The *Australian Constitution* may be cited as the *Australian Constitution*, the *Commonwealth Constitution*, or simply the *Constitution* if there is no ambiguity as to which constitution is being cited.

The *Australian Constitution* may also be referred to within its enacting legislation as follows:

- ✘ *Commonwealth of Australia Constitution Act 1900* (Imp) 63 & 64 Vict, c 12, s 9.

Constitutions of the Australian States should be cited in the same manner as any other Act.

[E] Explanatory Memoranda

❖ **Essential Elements:**

1. Insert the words 'Explanatory Memorandum' followed by a comma.
2. Then provide the full name of the name of the Bill, including:
 - a. The year of introduction. Do not place in parentheses or in italics;
 - b. The jurisdiction of the Bill, abbreviated and in parentheses.
3. If pinpoint citing, use the word 'at' followed by the page number.

- ✘ Explanatory Memorandum, Income Tax Assessment (Capital Gains) Bill 1986 (Cth) at 20.

[F] Parliamentary Debates

1. The jurisdiction, followed by a comma.
2. The words '*Parliamentary Debates*', with leading capitals and in italics, followed by a comma.
3. The relevant chamber, followed by a comma.
4. The full date of the debate.
5. The speaker's full name, in parentheses. The speaker's position in the ministry or shadow ministry should also be included, where appropriate.
6. The pinpoint reference, preceded by the word 'at'.

✠ Tasmania, *Parliamentary Debates*, House of Assembly, 11 November 1992 (Roger Groom) at 4838.

[G] Parliamentary Committee Reports

❖ Essential elements:

1. The committee name, followed by a comma.
2. The relevant legislature.
3. The report's title in leading capitals and italics.
4. The year of the report in parentheses.
5. The pinpoint reference, if any, preceded by the word 'at'.

✠ Law Reform Committee, Parliament of Victoria, *Criminal Liability for Self-Induced Intoxication* (1999) at [6.91].

[H] Other Countries' Legislation

Canada

❖ Order of Citation

1. Statute title in italics, followed by a comma.

2. An abbreviated form of the statute volume should be provided. Where applicable, a citation to the *Revised Statutes* (RS) or the *Re-Enacted Statutes* (RS) should be included. Otherwise, cite to the sessional or annual volumes (S).
3. Follow the statute volume with an abbreviated reference to the particular Canadian jurisdiction. No hard space should separate the two. Follow the statute volume and jurisdiction with the year of decision and then a comma.
4. The chapter number should appear after a lowercase ‘c’.
5. Pinpoint citations should be preceded by a comma.

☒ *Canada Election Act*, SC 2000, c 306, s 12.

New Zealand

Same citation rules as for Australia.

United Kingdom

❖ **Order of Citation**

1. Statute title and year in italics.
2. Jurisdiction (eg, ‘UK’, ‘Scot’ or ‘NI’) in parentheses.
3. The chapter number should follow a lowercase ‘c’.
4. Pinpoint citations should be preceded by a comma.

☒ *Environment Act 1995* (UK) c 25, s 4.

❖ **Order of Citation for UK Acts before 1 January 1963**

For statutes enacted by the UK Parliament prior to 1 January 1963, the chapter number of the statute should appear after the regnal year. Regnal years are indicated by the year(s) of reign of the monarch, the monarch’s abbreviated name, and the numerical identifier of the monarch. Regnal years are given in the *Butterworths Australian Legal Dictionary* (1997).

☒ *Arbitration Act 1950*, 14 &15 Geo 6, c 27.

United States

❖ **Order of Citation for US Codes**

See the *Australian Guide to Legal Citation*.

❖ **Order of Citation for US Session Laws**

See the *Australian Guide to Legal Citation*.

❖ **Constitutions**

See the *Australian Guide to Legal Citation*.

4. CITATION GUIDE — ELECTRONIC MATERIALS

❖ **A General Note Regarding Internet Materials**

Please note that it is *SLR* policy that a source should only be cited as an Internet document if it is not readily available in published form, and if the information that would be required for it to be cited in its published form is not locatable.

⌘ World Wide Web (WWW) Sites

[A] Cases Available only Online

❖ **Citation Style**

Cases which are available ONLY in electronic form should be cited in accordance with the rules for medium-neutral citation, as described above in [Part 2: Cases — Unreported](#).

[B] Other Internet Materials

❖ **Order of Citation**

1. The author's name (if known or necessary), followed by a comma.
2. The title of the work, if applicable, in italics.
3. The year of publication or last revision (if available), presented in parentheses.
4. The website name.
5. The pinpoint cite, if paragraph numbers are available, following the word 'at'.
6. The URL, enclosed in angle brackets [[<>](#)].
7. The date of visit, preceded by the word 'accessed'.

⌘ John Corcoran, *Timor, Tampa and Technology* (2001) Law Institute of Victoria at [22] <http://www.liv.asn.au/news/president/20011129.html> accessed 2 December 2001.

⌘ Email Correspondence

❖ Citation Style

1. The words ‘Email from ...’ followed by the sender’s full name. The sender’s professional position or institutional affiliation may be provided in parentheses, if that information is necessary.
2. The word ‘to’ followed by the recipient’s full name and then a comma.
3. Full date.

⌘ Email from Andrea Sheedy (LLB Program Coordinator, Deakin University) to Melissa Gangemi, 1 November 2005.