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**Partner News Editorial Guidelines**

Legal Expectations

Partners must check the accuracy of all articles submitted, including quotations and comments, to ensure all submitted content is free from any defamatory material or comments, factual inaccuracies, false statements, or any other content that may give rise to a legal claim in the United Kingdom or elsewhere. If a submitter is unsure about the legality of their content, it must be omitted from the final submission.

Today’s publications will only publish a partner article submission on the understanding that all partner authors have submitted content having taken the necessary steps to ensure the content meets the criteria outlined above with the partner taking full responsibility for the content.

Article Policies

**Linking**Partners are encouraged to link back to their own websites, event pages, blogs and relevant promotional collateral. All links should be embedded in the article before final submission. Partners are prohibited from linking to other media publications.

**Images**Partners should provide a fully licenced and relevant image to accompany all submitted content. All images should be compliant with the legal expectations above supported by a valid recognised image licence.

The image must be licensed for use on the relevant Today’s publication.

If a partner fails to provide an image, the Today’s editorial team will upload one without consultation from the partner.

Images provided must not exceed the following dimensions:

Minimum 900 pixels wide and 600 pixels high.

**Publication Deadlines** All content submitted and received before 15:00 will be published on the same day. All content received after 15.00 will be published on the following working day.

**Content**All article submissions should be accompanied with an appropriate headline. Remember, great headlines will result in more traffic and greater click-throughs. It is the responsibility of the partner/submitter to produce the headline.

Headlines which exceed 55 characters (including spaces) will not be fully displayed on the homepage.

The following style and formatting tips are not compulsory but will help with Search Engine Optimisation (SEO) and online readability:

* Write in short sentences and snappy paragraphs
* Break up large blocks of text with bold headings
* Bullet or highlight all important points
* Educational, informative and thought-leading submissions generally attract more readers than overtly advertorial based content
* Headlines should be concise (less than 55 character long.) Headlines which exceed 55 characters (including spaces) will not be fully displayed on the homepage

Please send all guest articles to press@todaysconveyancer.co.uk

**Newsletter Inclusion**Six partner articles will be included in each weekly newsletter. To ensure your article is included in the newsletter and sent out to our distribution list of over 4,500 industry experts, please contact the media who will be happy to oblige where there is availability.