

Submission Guidelines

Please take a moment to fully read the submission guidelines before submitting any short stories or novels to ComStar Media, LLC. These guidelines are here to help you and to help us. If these guidelines are not followed, there is a chance that your submission will not be received or considered. In order to avoid that fate, please read and follow these guidelines.

1. No submission or manuscript can contain explicit sexual acts. We are not an erotica publisher so your stories must not be extremely sexual. Although we are not intending to give the impression that no sex can be in a story, we ask that you make your descriptions tasteful. Remember that some of your readers might be children or young adults in the ages of ten and up.
2. While ComStar Media does not wish to interfere in the creativity of an author, there are certain things that will not be acceptable. Rape cannot be presented as an acceptable act. Homophobia, heterophobia, racism, sexism, or any other form of discrimination cannot be venerated. Child abuse cannot be presented as a right or correct way of acting. We will not propagate hate to any religion. This does not mean, for instance, that your story cannot have rape in it. It merely means that you cannot show rape to be an acceptable act. It does not mean that your story cannot revolve around an abused child. It also does not mean that you can't have a story that describes or has racism at the heart of the story. But the moral of the story cannot be that we should be racist. If you have any questions about this or if anything is unclear, feel free to contact the Managing Editor at jenniferlee@comstar-media.com.
3. Any completed manuscripts that we receive must be in the following format: The manuscript must all be within one Word (WordPad or .rtf files are also acceptable) document. Please do not send it to us chapter by chapter. All paragraphs must be indented and it must be single-spaced. NO spaces between the paragraphs please. If you need an example of this format style pick up any novel. If you send it to ComStar in any other format, it will be returned to you (provided you sent the file electronically).

In the electronic age, we are now able to accept manuscripts and submissions by email. But we are also able to accept them by more traditional means. Please read on to find out how to submit a short story and a novel.

Short Story Proposal Rules

1. Please go to www.comstar-media.com and download an Anthology Questionnaire.
2. Fill out that questionnaire in its entirety. It will ask for a 100 word or less description of your story.
3. Please do not send us the story instead of the Questionnaire.
4. Send the questionnaire to jenniferlee@comstar-media.com.

Novel Proposal Rules

1. Please go to www.comstar-media.com and download a Novel Questionnaire.
2. Fill out that questionnaire in its entirety. It will ask for a two page summary of your novel OR a chapter by chapter breakdown of the book. Please do not leave out the end in your summary or chapter breakdowns. The purpose of this is not to try to entice us to read your book, but to publish your book. If you don't give us an ending, or if you leave out a major story arch, we may not be interested in publishing your book as we are not interested in publishing a book with no ending and the story arch might have been your biggest selling point. Be complete in your summary and you will get a more satisfactory result.
3. Please realize that we accept manuscripts ONLY if they are completed. Do not just send us a couple of chapters. If you are sending a completed manuscript only as your proposal, you will be asked to resubmit it with a two page summary or a chapter by chapter breakdown. We do not have time to read every novel that is submitted to us and the summaries and breakdowns save us time and expedite the publishing process.
4. Please send your Questionnaires and summary or breakdown to jenniferlee@comstar-media.com.

Completed Novel Submissions

If you have a novel completed and ComStar Media has approved this project, you can send us the completed novel in two different ways.

1. Electronically. You may send ComStar Media your book as an attachment through email. Please do not send us individual chapters, but rather just send us one Word (WordPad or .rtf files are acceptable as well) file. Please have it formatted correctly. To learn how to format it correctly, please go back to the top of this page and re-read the beginning list of submission guidelines. Please send all submissions to manuscripts@comstar-media.com. DO NOT send questionnaires to this email address. This is for completed novels that have been requested, only.
2. By Mail. You may send ComStar Media your book through the Postal Service. Please include a cover letter that clearly identifies the author of the novel. We have many submissions and sometimes we will not know every title of every novel by heart. This is in no way meant to make anyone feel as if their book isn't important to ComStar, and we do make every effort to remember people and their projects, but this is a simple step that helps everyone out. Please do not send us the original manuscript. We do not return manuscripts so make sure you have copies of it. Include your email address or a self addressed stamped envelope so that we can let you know when we've received the manuscript. Please do not send unsolicited manuscripts through the mail. This is only for projects which have already been accepted. Please address the manuscript to Jennifer Lee Andersen, 2463B Coral Ave NE, Salem, OR 97305. Address the envelope Attn: Manuscript.

3. By Mail EXCEPTION: Although in this day and age, many people have a computer and the ability to send information through the Internet, I do not expect everyone to have this luxury. If you do not have the ability to contact me by email but you still wish to write for ComStar Media, LLC you may send an unsolicited novel by mail to the above address. Please include a cover letter introducing yourself, a typed copy of your completed manuscript formatted properly (see above), a chapter by chapter breakdown of your story, and a self addressed stamped envelope so that we can write back to let you know that your manuscript has been received. In your cover letter please indicate your phone number (if you live within the United States) so that we may call you if necessary. Please do not exercise this exception unless it applies to you. If you are able to communicate electronically, then do so.

Artist Submission Guidelines

We are always looking for some good artists for current and future projects. We'd like an opportunity to sample your artwork if you are an artist who is looking to do cover and interior art. To be considered for a project please follow the submission guidelines below.

1. Please send us an introductory email explaining the genre of art that you do and the mediums that you use. For example, if you are an anime artist who does pencils, watercolors, and digital mediums or if you are a fantasy artist who deals mostly in the digital medium, we want to know that. Also include contact information and any pricing guidelines you have.
2. In your email, please indicate an online portfolio (website) where we can get a good sampling of your work. Please make sure that your website includes an sampling of all of your abilities. For instance, if you tell us that you can do both anime and fantasy art, we'd like to see a sample of both. Failing to do this might cause us to pass you over for a job you might have been qualified to do.
3. Alternatively, you can send us your portfolio by mail. Please send at least ten color copies of your work and some additional black and white samples, if you deal in black and white. Please make sure that your portfolio has a good sampling of all of the types of artwork you claim you can do. Please include a cover letter introducing yourself and telling us about your art ability. Include any pricing information, if possible. We do not return pictures, so please do not send the originals. Also include a self addressed stamped envelope so that we can inform you when your portfolio has been received. You may also send us your portfolio on a disk, if you wish, following the same guidelines as above. Please send to Jennifer Lee Andersen, 2463B Coral Ave NE, Salem, OR 97305. Please address the envelope Attn: Art.

Thank you for taking the time to read these guidelines and for following them. Believe me, these are here for your benefit as well as for the benefit of ComStar Media. We hope to hear from you!