



## **THE WRITER'S HOTEL 2024-25 WORKROOM 5 GUIDELINES**

Now, more than ever, it's time to write and speak your truth. Let's write.

The Writer's Hotel Workroom 5 accepts writers working in all genres. We work on full-length manuscripts. TWH Editors Scott Wolven and Shanna McNair Team-Read full-length manuscripts a maximum of five times over a 14-month period. TWH Editors work on works of prose in all genres, up to 100K words per document; poetry manuscripts up to 65 pages and full-length scripts of up to 150 pages. Longer manuscripts may be reviewed by special arrangement.

TWH Workroom 5 is a great option for those writers who are working on full-length manuscripts and wish to work from home. Both Scott and Shanna Team-Read five full-length manuscripts and offer feedback and extensive comments. TWH Workroom 5 participants communicate with Scott and Shanna via email, and five conference calls between the participant and TWH Editors is included. Participants are also offered assistance in terms of crafting query letters, pitch documents, etc. and TWH will work to make agency connections when appropriate. TWH Workroom 5 spaces are \$5000 for a fourteen-month term of service.

TWH Editors work diligently to coach and guide participants in Team-Readings. Writers may send their manuscripts to either to Scott or Shanna—or writers can choose to send to both Scott and Shanna. Please copy both TWH Editors in all emails (both emails are provided to writers upon acceptance). TWH Editors work with each writer on career choices/agent connections/places to submit work. TWH Editors are also available for extra guidance, and to give reading suggestions and writing prompts. Participants should be clear about reading expectations when sending in work, and should specify what kind of help is needed or wanted. TWH Editors work with Word documents and Final Draft documents only.



Each writer may submit one item at a time; TWH Editors will comment on one document at a time. TWH Workroom 5 is meant to operate on a kind of cycle, where TWH Editors provide extensive feedback, talk or email about the feedback if needed, and then move on to the next round of work. Because of this, writers should wait until TWH Editors respond before sending in new material.

Our business hours are 9:00 AM -3:00 PM Eastern Time, Monday through Thursday. Correspondence email responses will generally be made within three days, usually sooner. TWH observes all national holidays. TWH Workroom 5 terms run from the receipt of a writer's first manuscript for commentary and ends 14 months later.

**TWH Workroom 5 timelines and formatting guidelines:**

Prose: Manuscripts of 40-60K words will take up to five weeks to read and return via email; manuscripts of 60K-100K words will take up to six weeks to read and return via email.

Poetry: Manuscripts of 65 pages or less will take roughly a month to read and return via email.

Scripts: Manuscripts of up to 150 pages will take roughly a month to read and return via email.

We will read no more than a total of five full-length manuscripts per Workroom 5 term of fourteen months. Five full projects is the Workroom 5 maximum. *Edited full-length manuscripts should take at least 30 days to edit and return to TWH.*

Prose manuscripts must be in standard industry format: Times New Roman Font 12-point, double spaced, normal margins, with page numbers at the bottom of the page. Name and genre should be included along with the title of the piece. Short prose pieces must be cut and pasted into one document. Please do not send multiple short documents.



**Phone calls:**

Phone calls are scheduled to review questions about TWH Editors' editorial comments, and are not necessary for some writers. These follow-up phone calls may take up to an hour. Writers should schedule phone calls or Skype calls with TWH by email, and TWH will work in the writer within a week to set up a call. TWH does not Skype with video. Both Editors may be requested to conference on a phone call. During a Workshop 5 term, writers may request up to five hour-long conference calls.

**Privacy and ownership:**

All creative work sent to The Writer's Hotel Workroom 5 is regarded with the utmost respect. TWH values and honors each writer's writing and will never share, copy or distribute their writing in any way. All work sent to TWH is owned in full by the issuing writer. Further, writers may choose to include the word "copyright" or © and name and date when a submission is made if they so choose.