

Instructions for Authors for Preparation of Manuscripts for *Sports Medicine*

General Information

Journal Aim and Scope

Sports Medicine focuses on definitive and comprehensive commissioned review articles that interpret and evaluate the current literature to provide the rationale for and application of research findings in areas such as:

- sports medicine and sports science (including performance research)
- the medical syndromes associated with sport and exercise
- the practical role that clinical medicine plays in sport, through injury prevention and treatment
- the medical use of exercise for rehabilitation and health and the application of physiological and biomechanical principles to specific sports.

Authorship and Contributorship Criteria

Each author should have participated sufficiently in the work to take public responsibility for appropriate portions of the content. Authors should meet all the following criteria: (i) conceived and planned the work that led to the manuscript or played an important role in the acquisition, analysis and interpretation of the data or both; (ii) wrote the paper and/or made substantive suggestions for revision and; (iii) approved the final submitted version. The corresponding author takes responsibility for the work as a whole, from inception to the published manuscript, and will be responsible for sign-off of the final proofs prior to publication.

The Author Declaration Form is attached (see Appendix C) and is also available on the journal website. The journal will not publish a manuscript unless it has received a signed copy of this form from all authors. Any change in authors and/or contributors after initial submission must be approved by all authors. This applies to additions, deletions, change in order of the authors, or contributions being attributed differently. Any alterations must be explained to the editor.

The corresponding author must provide a statement indicating the names and contributions of all persons who have contributed to the work reported in the manuscript but who do not fulfill authorship criteria. This information will be published in an Acknowledgments section of the paper. Authors should obtain written permission from individuals to be named in the Acknowledgments section.

Conflict of Interest Statement for Authors

The potential for conflict of interest arises when authors have personal or financial relationships that could influence their actions. All authors should indicate potential conflicts of interest, including specific financial interests relevant to the subject of their manuscript, on the in section F of the Author Declaration Form (see Appendix C). To prevent ambiguity, authors must state explicitly whether potential conflicts *do* or *do not* exist. Details of relevant conflicts of interest (or the lack of) must be declared in the Acknowledgments section of the manuscript for all authors.

Role of the Funding Source

All sources of funding used to support the preparation of a paper should be declared in the Acknowledgements section of the manuscript.

Manuscript Submission

Please note that all material submitted for publication must be submitted exclusively to *Sports Medicine*. To submit a manuscript to the journal you will need to log onto the AdisOnline site (www.adisonline.com) and following the links and instructions to our online submission system (Adis Editorial Manager; <http://adis.edmgr.com>). Step-by-step instructions are available on the website.

Manuscripts must be prepared and submitted in the manner described in “Uniform Requirements for Manuscripts Submitted to Biomedical Journals” (see <http://www.icmje.org>).

If you are unable to submit through the Editorial Manager site, e-mail us at journals@adis.co.nz or sportsmed@adis.co.nz, and include the journal name and “Article Submission” in the subject line.

Manuscript Format and Style

Sports Medicine publishes several categories of review articles, each with its own specific focus/format (see Appendix B for type of reviews and their scope), and letters to the editor. Authors should specify in their covering letter the category they prefer for their submission.

In general, manuscripts should be prepared and paginated in the following manner:

- A. **Title page:** include title, authors (please also provide forename[s]) and institutions for each author where the work was done (indicating the city), and a condensed running title of not more than 50 characters including spaces.
- B. **Acknowledgments:** See Appendix A, point 8.
- C. **Name and address for correspondence:** Mailing address plus telephone and fax number. An e-mail address should also be supplied, but will not be published without your permission.
- D. **Table of contents**
- E. **Figure captions**
- F. **Abstract:** The abstract should succinctly highlight, in an informative manner, the specific important points addressed in the main body of the text; it should not just describe the general areas covered in the manuscript. The journal style is to not cite references in the abstract so as to provide a discrete synopsis of the article. The length can be up to ~400-500 words.
- G. **Text pages** (with page numbering)
- H. **Conclusion**
- I. **Footnotes**
- J. **Reference list** (in Vancouver style)
- K. **Tables** (begin each table on a new page)
- L. **Figures** (place each figure in a separate file)

Please put sections A-K into a single file.

Abbreviations and Symbols

Use SI symbols and recognised abbreviations for units of measurement. The first time an abbreviation appears it should be preceded by the full name for which it stands, followed by the abbreviation in parentheses. Generally, abbreviations should be avoided as much as possible, and used only when the full term would make the text unduly cumbersome.

Drug Names

Generic names (International Nonproprietary Names [INN] or United States Adopted names [USAN]) must be used. In review papers, brand names or trade names can be used in selected instances, e.g. when use of the generic name would be impractical or ambiguous. In original research a therapeutic intervention should be named by both its generic name and trade name (along with the manufacturer and location) in the methods section in order to precisely identify the product investigated.

Tables and Figures

Tables and figures help to convey information to the reader. Please make every effort to include such items in your article. Tables can be used, for example, to summarise important points, to compare agents or treatment regimens, or to list information that would otherwise impede the flow of the text. Figures may be schematic diagrams, graphical representations of data, photographs or treatment algorithms. Large numbers of tables and figures and lengthy tables can be problematic in print – these can, however, be published online-only as supplementary material.

Tables

Tables should be comprehensible without reference to the text, and data given in tables should in general not be duplicated in the text or figures. Any necessary descriptions should appear in the table heading, and abbreviations and footnotes should be placed immediately below the table. Each table should be cited in the text. Please prepare tables in 'table format', rather than using 'tab' or 'indent' commands. Do not format tables using word spaces. Number tables with Roman numerals (I, II, etc.) and provide a heading for each. Please put each table on a separate page. This is an example of the standard style for tables.

Table I. Table heading

Heading	Heading ^a	Straddle heading		Reference
		subhead	subhead	
Subheading				
Parameter				
Parameter				
Subheading				
Parameter				
Parameter				
Parameter				

^a Footnote.

Abbreviation = XXXX; **abbreviation** = XXXX.

Illustrations

Good quality printouts of each illustration should be supplied on separate sheets. Captions should make the illustration understandable independent of the text, and each figure should be cited in the text. Symbols, abbreviations and spelling should be consistent with the text. Lettering and symbols on figures should be clear and legible, preferably in Helvetica or Arial typeface. The author's name, the figure number and top of the figure must be indicated (lightly) on the back of each print.

Computer-Generated Illustrations

Figures should be prepared, where possible, using a computer drawing program. The saved file should be in PC format (not Macintosh), with a preview image included. Each figure (including components of a multi-part illustration) should be saved as a separate file. Preferred typefaces for lettering and axis labels are Helvetica or Arial: any other fonts should be embedded in the file. The finish type size is 7pt for text and labels.

Line Drawings and Charts

Excel, Adobe Illustrator or CorelDraw files are preferred. If tints are used, we recommend using the range 20% to 80% and keeping a minimum 20% step between tints.

Photographs and Colour Artwork

Photographs should be supplied as high-resolution files at a minimum 300 dpi resolution (.TIF or .EPS files). Halftone illustrations should be saved or exported as .TIF files. Halftone figures without line artwork should be supplied at a minimum 300 dpi resolution; those incorporating line artwork or text (including screen grabs) should be supplied at a minimum 1200 dpi resolution. Each color halftone should be saved or exported in 32-bit CMYK. These should be supplied as a single 4-colour image (not as separated CMYK subfiles), and the CMYK colour profile is preferred over RGB or other palettes. If the file is compressed, please indicate the type of compression method used.

Non-Electronic Preparation

If computer-generated illustrations cannot be submitted, traditionally prepared artwork should be professionally drawn and photographed. Photos and colour pictures should be submitted as well-contrasted photographic prints trimmed at right angles or as 35mm transparencies.

Reference Style

References are required to support all significant statements. They are also used to indicate the origin of material (quotations, tables, figures), and as a source for research and further reading.

References need to be given in a form where the reader can quickly and easily identify the correct reference and locate the material in a library or on a database. Please cite primary sources of information, as opposed to books or reviews, where possible.

Our referencing system is based on the 'Uniform Requirements for Manuscripts Submitted to Biomedical Journals' (the 'Vancouver' style), with some minor modifications.

Citations in Text

Number references consecutively in the order in which they are first mentioned in the text. Identify references in text, tables and captions by superscript arabic numerals in square brackets. For example,

Stress can be fatal.^[4,5]

Smith and Maple^[12] found that stress can be fatal.

Green et al.^[14] among others,^[15-19] have disagreed with this assertion.

Note: These examples are chosen to illustrate particular points that may arise occasionally. In general, it is not necessary to mention the authors' names in the text in the Vancouver system (including in tables). The only reason to do so is if you specifically wish to draw the reader's attention to the authors – for example, in relation to a controversial issue where there are groups of authors whose views are well known to be polarised.

References cited only in tables or in captions to figures should be numbered as if they appear in the text at the first mention of the particular table or illustration.

Include among the references papers accepted but not yet published; give the journal and add 'In press' in the reference list (see example 43). Try to avoid using abstracts as references. 'Unpublished observations' (i.e. your own unpublished work) and 'personal communications' (i.e. the unpublished work of others) may not be used as references, although they may be inserted (in parentheses) in the text. If you cite a 'personal communication' you should provide written evidence that the person(s) quoted has given permission for the use of the material. Information from manuscripts submitted but not yet accepted should be cited in the text as 'unpublished observations' (in parentheses).

Reference List

List references in numerical order.

Titles of journals should be abbreviated according to the style used on MEDLINE. Please consult the *Journals Database* on the MEDLINE website:

<http://www.ncbi.nlm.nih.gov/entrez/query.fcgi?db=Journals>

State or province abbreviations should accompany city names (for conference locations or place of publication). The country may also be included where the location could be unclear to readers.

Only the first three authors' names are given, then 'et al.' for additional authors. Spellings in references should appear as in the original publication; accents in the original should be followed. If the month of publication is available that should also be included. Authors should verify their reference citations against the original documents. Please use the style illustrated in the following examples.

Examples of correct forms of references are as follows:

Articles in Journals

Standard journal article

1. You CH, Lee KY, Chey RY, et al. Electrogastrographic study of patients with unexplained nausea, bloating and vomiting. *Gastroenterology* 1980 Aug; 79 (2): 311-4
2. Higgins G. Concern over outbreak of disease from new hantavirus. *Inpharma* 1994 Jan 29; (922): 3

Optionally, if a journal carries continuous pagination throughout a volume, or if the month/date and issue number are not readily available, this information may be omitted.

3. You CH, Lee KY, Chey RY, et al. Electrogastrographic study of patients with unexplained nausea, bloating and vomiting. *Gastroenterology* 1980; 79: 311-4
4. Goate AM, Haynes AR. Predisposing locus for Alzheimer's disease on chromosome 21. *Lancet* 1989; I: 352-5

Organisation as author

5. Royal Marsden Hospital Bone-Marrow Transplantation Team. Failure of syngeneic bone-marrow graft without preconditioning in post-hepatitis marrow aplasia. *Lancet* 1977; II: 742-4
6. Fumoleau P, Devaux Y, Vo Van ML, et al. on behalf of the French Adjuvant Study Group. Pre-menopausal patients with node-positive resectable breast cancer. *Drugs* 1993 Feb; 45 Suppl. 2: 38-45

No author given

7. Coffee drinking and cancer of the pancreas [editorial]. *BMJ* 1981; 283: 628

Article in a foreign language (though please use English titles wherever possible)

8. Massone L, Borghi S, Pestarino A, et al. Localisations palmaires purpuriques de la dermatite herpétiforme. *Ann Dermatol Venereol* 1987; 114: 1545-7

If an article in a foreign language contains a translated title or abstract, this should be used in the reference.

9. Massone L, Borghi S, Pestarino A, et al. Localised itching of the palms due to herpetic dermatitis [in French]. *Ann Dermatol Venereol* 1987; 114: 1545-7

Volume with supplement

10. Davey PG, Malek M. Defining criteria for the pharmacoeconomic evaluation of new oral cephalosporins. *Pharmacoeconomics* 1994 Feb; 5 Suppl. 2: 11-9
11. Magni F, Rossoni G, Berti F. BN-52021 protects guinea-pig from heart anaphylaxis. *Pharmacol Res Commun* 1988; 20 Suppl. 5: 75-8

Issue with supplement

12. Gardos G, Cole JO, Haskell D, et al. The natural history of tardive dyskinesia. *J Clin Psychopharmacol* 1988; 8 (4 Suppl.): 31S-7S

Volume with part

13. Hanly C. Metaphysics and innateness: a psychoanalytic perspective. *Int J Psychoanal* 1988; 69 (Pt 3): 389-99

Issue with part

14. Edwards L, Meyskens F, Levine N. Effect of oral isotretinoin on dysplastic nevi. *J Am Acad Dermatol* 1989; 20 (2 Pt 1): 257-60

Issue with no volume

15. Baumeister AA. Origins and control of stereotyped movements. *Monogr Am Assoc Ment Defic* 1978; (3): 353-84

No issue or volume

16. Danoeck K. Skiing in and through the history of medicine. *Nord Medicinhist Arsb* 1982: 86-100

Type of article indicated as needed

17. Spargo PM, Manners JM. DDAVP and open heart surgery [letter]. *Anaesthesia* 1989; 44: 363-4
18. Fuhrman SA, Joiner KA. Binding of the third component of complement C3 by *Toxoplasma gondii* [abstract]. *Clin Res* 1987; 35: 475A

Article with published erratum

19. Schofield A. The CAGE questionnaire and psychological health [published erratum appears in *Br J Addict* 1989; 84: 701]. *Br J Addict* 1988; 83: 761-4

Books

Personal author(s)

20. Colson JH, Armour WJ. Sports injuries and their treatment. 2nd rev. ed. London: S Paul Ltd, 1986

Editor(s), compiler as author

21. Diener HC, Wilkinson M, editors. Drug-induced headache. New York: Springer Verlag, 1988

Organisation as author and publisher

22. Southern Cross Medical Care Society. Schedule of fees for surgical and anaesthetic procedures. 17th rev.

Auckland, New Zealand: Southern Cross Medical Care Society, 1991

23. Virginia Law Foundation. The medical and legal implications of AIDS. Charlottesville (VA): The Foundation, 1987

Chapter in a book

24. Weinstein L, Swartz MN. Pathologic properties of invading micro-organisms. In: Sodeman Jr WA, Sodeman WA, editors. Pathologic physiology: mechanisms of disease. Philadelphia (PA): Saunders, 1974: 457-72

Conferences

Proceedings published as a book

25. Vivian VL, editor. Child abuse and neglect: a medical community response. Proceedings of the First AMA National Conference on Child Abuse and Neglect; 1984 Mar 30-31; Chicago (IL). Chicago (IL): American Medical Association, 1985

Paper in a book

26. Harley NH. Comparing radon daughter dosimetric and risk models. In: Gammage RB, Kaye SV, editors. Indoor air and human health. Proceedings of the Seventh Life Sciences Symposium; 1984 Oct 29-31; Knoxville (TN). Chelsea (MI): Lewis, 1985: 69-78

Abstract in a book

27. Guelei JD, Dreyfus J-F, Lacassin J. Étude contrôlée à double insu comparant tianeptine et sulpiride [abstract]. In: Perris C, Struwe G, Jansson B, editors. *Biological psychiatry. 3rd World Congress of Biological Psychiatry*; 1981 Jun 28-Jul 3; Stockholm. Amsterdam: Elsevier/North-Holland Biomedical Press, 1981: 605

Abstract in a book without editors

28. Wiseman DM, Johns D. Anatomical synergy between sodium hyaluronate and interced barrier in rabbits with two types of adhesions [in Italian] [abstract no. O-051]. In: American Fertility Society conjointly with the Canadian Fertility and Andrology Society: 1993 Annual Meeting Program Supplement. New York: American Fertility Society, 1993: S25

Paper in supplement to journal

29. López-Ibor Jr JJ, Carrasco JL, Saiz J. Impulsivity in everyday life: the role of platelet MAO. In: XIXth Collegium Internationale Neuro-Psychopharmacologicum Congress; 1994 Jun 27-Jul 1; Washington, DC. *Neuropsychopharmacology* 1994 May; 10 (3 Suppl. Pt 1): 727S

Unpublished Conference Proceedings

30. Zoli WW, Savini S, Bajorko P, et al. In vitro evaluation of taxotere and taxol on primary cell cultures of human breast cancer [abstract no. 68]. *Pisa Symposium on Oncology. Breast Cancer: From Biology to Therapy*; 1992 Oct 19-21; Pisa, 203

31. Pleskow WW. Studies of a new antihistamine in the management of perennial allergic rhinitis and chronic idiopathic urticaria [abstract]. *A Loratadine Symposium. 44th Annual Congress, American College of Allergists*; 1987 Nov 15; Boston (MA), 33-5

Other Monographs

Scientific and technical report

32. Akutsu T. Total heart replacement device. Bethesda (MD): National Institutes of Health, National Heart and Lung Institute, 1974 Apr. Report no.: NIH-NHLI-69-2185-4

Dissertation

33. Youssef NM. School adjustment of children with congenital heart disease [dissertation]. Pittsburgh (PA): University of Pittsburgh, 1988

Legal material

Legal material

In general, because the format of legal citations varies widely (both between and within countries), the format of the original source should be followed.

However the standard is that '*The Blue Book*' should be used for US articles and '*Big OSCOLA*' (the Oxford Standard for the Citation of Legal Authorities; Available at URL: <http://www.law.ox.ac.uk/oscola>) for UK/European articles.

Other published material

Computer file

34. Renal system [computer program]. MS-DOS version. Edwardsville (KS): Medi-Sim, 1988

<http://www.update-software.com/abstracts/AB000333.htm> [Accessed 2004 Sep 2]

Internet

35. Sanders DM. Theoretical Biology and Biophysics Group, Los Alamos. National Laboratory. Human papillomavirus sequence database [online]. Available from URL: <http://hpv.web.lanl.gov/> [Accessed 1997 Aug 13]

Published journals

39. Smith J, Jones S. Novel concepts in insulin regulation of hepatic gluconeogenesis. *Am J Physiol Endocrinol Metab* 2003 Oct; 285 (4): E685-92

Cochrane Reviews/CD-ROMs

36. Duley L, Henderson-Smart D. Magnesium sulphate versus phenytoin for eclampsia (Cochrane Review). In: Neilson JP, Crowther CA, Hodnett ED, et al., editors. *Pregnancy and childbirth module of The Cochrane Database of Systematic Reviews*. Available in The Cochrane Library [database on disk and CD ROM]. Updated quarterly. The Cochrane Collaboration; issue 4. Oxford: Oxford Update Software, 1997

Published in advance of print version

40. Novel concepts in insulin regulation of hepatic gluconeogenesis. *Am J Physiol Endocrinol Metab*. Epub 2003 Jun 24

37. Totally implantable vascular access devices for cystic fibrosis. *Cochrane Database Syst Rev* 2003; (3): CD004111

38. Bonaiuti D, Shea B, Iovine R, et al. Exercise for preventing and treating osteoporosis in postmenopausal women [Cochrane Review]. In: The Cochrane Library, issue 3, 2004 [online]. Available from URL:

Newspaper article

41. Rensberger B, Specter B. CFCs may be destroyed by natural process. *Washington Post* 1989 Aug 7; Sect. A: 2 (col. 5)

Miscellaneous

42. New Zealand official yearbook. 94th ed. Wellington, New Zealand: Department of Statistics, 1990

43. Pricing schedules. Pharmaceutical dispensary fees, container allowances and markup. Wellington, New Zealand: New Zealand Department of Health, 1991 Aug 1

Unpublished material

Data on file

44. Kawaguchi T. Clinical pharmacokinetics of acetaminophen. Tokyo: Chugai Pharmaceuticals Co., 1991. (Data on file)

45. Data on file, Schering AG, 1993

In press

46. Lillywhite HB, Donald JA. Pulmonary blood flow regulation in an aquatic snake. *Science*. In press

Appendix A

Checklist for Submission

To submit a paper please log on to the AdisOnline web page (www.adisonline.com) and follow the links.

Your manuscript/submission should include the following:

- Title page, including a word count for text only, exclusive of title, abstract, references, tables, and figure legends.
- Designation of a corresponding author and provide a complete address, telephone and fax numbers, and e-mail address.
- An abstract that conforms to the required abstract format.
- An acknowledgments section. This section must include details of the following: (i) any funding provided for conduct of the study and/or preparation of the paper; (ii) the role of the funding organisation or sponsor in any of the following should be specified: design and conduct of the study; collection, management, analysis, and interpretation of the data; and preparation, review, or approval of the manuscript; (iii) relevant conflicts of interest for all authors; and (iv) all persons who made substantial contributions to the work, but who do not meet the criteria for authorship.
- Completed 'Author Declaration Form' document for all named authors.
- Completed Copyright Transfer Form (or Publishing Agreement for US Government Employees) – please make sure that the title of the paper is on the form and that it has been witnessed.
- Written permission from each individual identified as a source for personal communication or unpublished data.
- Written permission from authors and the original copyright owner to reproduce or adapt previously published text, figures, and tables in print, online, and licensed versions of the Journal. Provide a copy of the original source.
- Informed consent forms for identifiable patient descriptions, photographs, and pedigrees.

Also:

- Check all references for accuracy and completeness. Put references in Vancouver format in numerical order, making sure each is cited in sequence in the text.
- Include a title for each table and figure – a brief, succinct phrase, preferably no longer than 10 to 15 words – and explanatory legend as needed.

Appendix B

Article types published in *Sports Medicine*

All review articles should be readable and authoritative, of international scope, and appropriately referenced.

Review Article (word count up to 6000)

A review article should:

- Provide an authoritative, comprehensive and critical review of the literature.
- Provide a balanced, rather than personal, view of the literature.
- Emphasise and highlight the practical implications and educational message(s).
- Be fully referenced, with all agents of relevance to the topic discussed in order to provide full coverage of the area.

Current Opinion (word count 1500 to 3000)

A current opinion article should:

- Place an area in perspective given that it is of current international interest and a consensus has not yet been reached; therefore, the arguments presented may be controversial, but at the same time must be balanced and rational.
- Emphasise and highlight the practical implications and educational message(s).
- Personal opinion, clearly identified as such, can be included.

Leading Article (word count up to 3000)

A leading article should:

- Provide a short, balanced overview of the current state of development of the area.
- Emphasise and highlight the practical implications and educational message(s).

Injury Clinic (word count up to 3000)

An injury clinic should:

- Provide an overview from the latest studies of a particular sports injury or injuries.
- Provide clinically useful information.
- Provide guidelines for treatment and rehabilitation.

Letter to the Editor (word count up to 1000)

A brief correspondence item commenting on an article published recently in the journal; a response to the comments would normally be sought from the authors of the original article and published in the same issue, where possible.

AUTHOR DECLARATION FORM

At submission, **EVERY AUTHOR** listed in the manuscript must **READ** and **COMPLETE** the following statements on: (A) Authorship Responsibility, (B) Authorship Criteria, (C) Authorship Contribution, (D) Funding Disclosures, (E) Contributor Disclosures/Acknowledgments, and (F) Conflicts of Interest Disclosures.

It is important that you return this form as early as possible in the publication process. **EVERY AUTHOR MUST COMPLETE AN INDIVIDUAL COPY OF THE FORM, AND EVERY SECTION OF THE FORM MUST BE COMPLETED.** We will **NOT** publish your manuscript until every author has completed the form and returned it to us.

Your name (please print): _____ E-mail: _____

Journal name: _____ Corresponding author: _____

Manuscript title: _____

A. AUTHORSHIP RESPONSIBILITY

I certify that **BOTH** of the following statements are correct (**PLEASE CHECK THE BOX**).

- The manuscript represents valid work; neither this manuscript nor one with substantially similar content under my authorship has been published or is being considered for publication elsewhere (except as described in the manuscript submission); and copies of any closely related manuscripts are enclosed in the manuscript submission; **AND**
- For manuscripts with more than one author, I agree to allow the corresponding author to serve as the primary correspondent with the editorial office and to review and sign off on the final proofs prior to publication; or, if I am the only author, I will be the corresponding author and agree to serve in the roles described above.

B. AUTHORSHIP CRITERIA

To fulfil all of the criteria for authorship, every author of the manuscript must have made substantial contributions to **ALL** of the following aspects of the work:

- Conception and planning of the work that led to the manuscript or acquisition, analysis and interpretation of the data, or both; **AND**
- Drafting and/or critical revision of the manuscript for important intellectual content; **AND**
- Approval of the final submitted version of the manuscript.

I certify that I fulfill **ALL** of the above criteria for authorship (**PLEASE CHECK THE BOX**).

C. AUTHORSHIP CONTRIBUTION

I certify that I have participated sufficiently in the work to take public responsibility for (**PLEASE CHECK 1 OF THE 2 BOXES BELOW**):

- Part of the content of the manuscript; **OR**
- The entire content of the manuscript.

D. FUNDING DISCLOSURES

PLEASE CHECK 1 OF THE 2 BOXES BELOW:

- I certify that no funding has been received for the conduct of this study and/or preparation of this manuscript; **OR**
- I certify that all financial and material support for this work is clearly described in the Acknowledgments section of the manuscript.

E. CONTRIBUTOR DISCLOSURES

All persons who have made substantial contributions to the work reported in the manuscript (e.g. data collection, data analysis, or writing or editing assistance) but who do not fulfill the authorship criteria **MUST** be named with their specific contributions in the Acknowledgments section of the manuscript. Groups of persons who have contributed may be listed under a heading such as 'Clinical investigators' and their function describer. Because readers may infer their endorsement of the manuscript, all persons named in the Acknowledgments section **MUST** give the authors their written permission to be named in the manuscript.

- I certify that all persons who have made substantial contributions to this manuscript but who do not fulfill the authorship criteria are listed with their specific contributions in the Acknowledgments section in the manuscript, and that all persons named in the Acknowledgments section have given me written permission to be named in the manuscript.

F. CONFLICT OF INTEREST DISCLOSURES

A conflict of interest exists when professional judgment concerning a primary interest (such as patients' welfare or the validity of research) may be influenced by a secondary interest (such as financial gain or personal rivalry). A conflict of interest may arise for authors when they have a financial interest that may influence – probably without their knowing – their interpretation of their results or those of others.

We believe that to make the best decision on how to deal with a manuscript we should know about any such conflict of interest that the authors may have. We are not aiming to eradicate conflicts of interests – they are almost inevitable. We will not reject manuscripts simply because the authors have a conflict of interest, but we will publish a declaration in the manuscript as to whether or not the authors have conflicts of interests.

All authors **MUST** complete the following checklist:

Your name (please print): _____

Category of potential conflict of interest	If you have had any of the listed relationships with an entity that has a financial interest in the subject matter discussed in this manuscript, please check the appropriate "Yes" box below and provide details. If you do not have a listed relationship, please check the appropriate "No" box. When completing this section, please take into account the past 5 years through to the foreseeable future.		
	No (√)	Yes (√)	Details
Employment			
Consultancies			
Honoraria			
Stock ownership options (other than from mutual funds)			
Expert testimony			
Grants received			
Grants pending			
Patents received			
Patents pending			
Royalties			
Other			

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Every author **MUST** complete option 1 or option 2 as appropriate below. If you answered "Yes" to any of the questions relating to financial conflicts of interests in the table above (or if you wish to disclose a non-financial conflict of interest), you **MUST** write a suitable statement in the box below. This statement will be published in the Acknowledgments section of the manuscript.

I have no conflicts of interest to declare; **OR**

Please insert the following statement regarding conflicts of interest in the Acknowledgments section of the manuscript:

Declaration: I certify that I have fully read and fully understood this form, and that the information that I have presented here is accurate and complete to the best of my knowledge.

Your name (please print): _____

Signature (please **HAND-WRITE**): _____

Date: _____

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1. Subject to clause 3, at the time of assignment, I/we own all copyright in the Work, and the Work does not copy or substantially reproduce any other manuscript or copyright work or otherwise infringe the intellectual property rights of any third party.
2. Subject to clause 3, no pre-existing copyright restrictions apply to the Work, or any portion thereof.
3. If, and to the extent that, the Work incorporates material owned by a third party (or is otherwise subject to copyright restrictions), including without limitation, figures and tables used in previous articles, I/we will notify Adis of this upon submission of the Work and deliver to Adis the written consent of the copyright owner(s) to the use of such material or, upon request, assist Adis to obtain the same, for all purposes stated above.
4. The Work has not been nor will it in future be submitted for publication or published in whole or substantial part elsewhere, without the written consent of ADI BV or Adis.
5. I/we shall indemnify and keep ADI BV and Adis indemnified against all actions, suits, proceedings, claims, demands and costs arising out of any breach of these warranties.
6. In the case of the Work being the report of a study, I/we confirm that it is an accurate representation of the trial results.
7. I/we are not aware of any circumstances that may prejudice this assignment to ADI BV.
8. I/We undertake to do all further acts and give all reasonable assistance necessary to secure ownership of the copyright by ADI BV and to give effect to this Deed in all regions of the world.
9. This Deed is governed by the laws of New Zealand.

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Name:

Date:

In the presence of Witness:

Signature:

Name:

Address:

Occupation:.....

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Name of Employer:

Signed for and on behalf of employer:

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Date:

Publishing Agreement with Adis Data Information BV (Adis BV) [For US Government Employees]

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In consideration of acceptance of publication of the Work by Wolters Kluwer Health | Adis (“Adis”), I/we further provide the following warranties relating to the Work to Adis Data Information BV (“ADI BV”):

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Appendix E

Permissions Request Letter

Sample: PERMISSIONS REQUEST LETTER

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Appendix F

Consent for Publication of Identifying Material in *Sports Medicine*

I give my permission for the following material to appear in the print, online, and licensed versions of *Sports Medicine* and for *Sports Medicine* to grant permission to third parties to reproduce this material.

Title or subject of article or photograph: _____

I understand that my name will not be published but that complete anonymity cannot be guaranteed.

Please check the appropriate box below after reading each statement.

I have read the manuscript or a general description of what the manuscript contains and reviewed all photographs and illustrations in which I am included that will be published.

or

I have been offered the opportunity to read the manuscript and to see all photographs and illustrations in which I am included, but I waive my right to do so.

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Print name _____

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