Information for Contributors

I. Manuscripts
1. Reviews, research surveys, source materials, documents and original papers are acceptable.
2. Articles may be written in English, French, or German.
3. The title and the author's name should be typed on a separate page, with the author's present position indicated in a foot-note.
4. The text should be typed double-space on paper of standard size and weight, about 65 spaces per line and 25 lines per page, with margins of 4 cm. at the top and 3 cm. on the left.
5. All special types, such as italics and Greek letters, should be so designated in red.
6. Notes and references should be compiled at the close and not appear as foot-notes in the text.
7. Figures and tables, other than simple tabulations, should be prepared separate from the text on standard size paper, with their proper locations noted in red.
8. Figures should be drawn in black ink, one figure per page at actual size, and collected together after the text and notes.
9. Tables should be similarly prepared.
10. For each table and figure, the author's name and the page where they appear in the text should be noted in red at the lower right hand corner.
11. Titles and explanations, which are to accompany figures or tables, should be typed, one to a page, with the author's name and the page in the text indicated in red as above.

II. Procedures
1. The original manuscript plus one copy should be sent to:
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Meteorological Research Institute Branch Office
Japan Meteorological Agency
1-3-4, Otemachi, Chiyoda-ku
Tokyo, Japan
2. The following information should also be provided: 1) title, 2) author's name, 3) present position (title, address, phone), 4) home address and phone, 5) preferred address, home or office.
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1. Only the first proofs will be submitted to the author for correction.
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