



SOCIETY OF FINANCIAL EXAMINERS[®]

SOFE 2012 Publication Schedule

January /February

Jan 19. Executive Committee Meeting

Insight Jan/ Feb - CDS Preliminary Info

Feb. 2 Articles and information to headquarters
Feb. 16 Proofreading Completed
Feb. 23 Posted to website and notice to members

March/April

Mar. 3 NAIC Spring Meeting

April 19 Executive Committee Meeting

Examiner Spring

Feb 22 Second Teleconference to discuss articles
Mar. 7 All articles edited and to headquarters
Mar. 21-23 Proofreading Completed
Mar. 30 Posted to website and notice to members

Insight Apr/ May-Includes CDS Update

Apr. 5 Articles and information to headquarters
Apr. 18-20 Proofreading Completed
Apr. 30 Posted to website and notice to members

May/June

Examiner Summer –NAIC Spring Meeting Notes

Week of May 1 Teleconference to discuss potential articles
May 29 All articles edited and to headquarters
June 6-8 Proofreading Completed
June 15 Posted to website and notice to members

July/August

CDS/NAIC Summer Meeting

September/October

October Executive Committee Meeting

Insight Sept./Oct. CDS Wrap Up

Sept. 5 Articles and information to headquarters
Sept. 19-21 Proofreading Completed
Sept. 28 Posted to website and notice to members

Examiner Fall – NAIC Summer Meeting Notes

Week of Sept. 10 Teleconference to discuss potential articles
Oct. 10 All articles edited and to headquarters
Oct. 23-25 Proofreading Completed
Nov. 1 Posted to website and notice to members

November/December

NAIC Fall Meeting

Insight Nov./Dec

Nov. 4 Articles and information to headquarters
Nov. 13-15 Proofreading Completed
Nov. 29 Posted to website and notice to members

Examiner Winter –NAIC Fall Meeting Notes

Week of Nov. 5 Teleconference to discuss potential articles
Dec. 3 All articles edited and to headquarters
Dec. 10-12 Proofreading Completed
Dec. 19 Posted to website and notice to members

SOFE Publication Submission Requirements:

- Feature articles are typically should be 2500 – 4000 words .
- Material is due in final form, fact-checked and without typos, errors or other edits required
- Original material should be submitted in **MS Word format** and e-mailed to sofe@sofe.org with “SOFE Examiner” the email title
- Photos may be color or black & white and may be e-mailed to sofe@sofe.org and must be received with the article.
- A recent, one paragraph bio of the author is also required with the article
- The completed and signed Author Publication Release Form must be included with the submission
- Questions on subject matter for articles should be addressed to the Publications Committee Chair at sofe@sofe.org

AUTHOR PUBLICATION RELEASE FORM-SOFE

I, the undersigned, to hereby agree to give The Society of Financial Examiners (“SOFE”) permission to print my original article titled _____

in the _____ issue of *The Examiner*.

The *Examiner* publication is provided for members and regulators on a quarterly basis and is available to members via the SOFE website at www.sofe.org. A limited number of copies may be printed for availability at various SOFE events.

I certify that I am the owner and originator of the article submitted, that my sources have been appropriately credited in the article and permissions granted for use of any information not originated by me in this article.

I (Author) agree that reprint permission will not be granted to any other entity without the written permission of both SOFE and the Author. I agree that SOFE has editorial privileges to change this article for grammar, punctuation and formatting reasons. Any changes to the substance of the article must be discussed with Author prior to publication.

I agree that I have read the information provided above in this form and will adhere to the deadlines, submission requirements and policies stated on the publications schedule and in the Release form above.

PRINT name

Signature

Date

Scan and email completed release form page only to sofe@sofe.org