

## SENDING IN THE DEFINITIVE MANUSCRIPT

MEMO – ESSAIS DE LA CASA DE VELÁZQUEZ

- The manuscript has not been published and has not been submitted to other publishing houses.
- The [Advice to authors](#) has been followed.
- Manuscript author, I accept and undertake to adhere to the [Copyright and self-archiving policy](#) operated by Casa de Velázquez.
- All permissions for reproduction of the illustrations have been obtained.  
It is up to the author to verify the legal status of reproductions of documents to be used to illustrate their research work. Casa de Velázquez declines any responsibility in the event of a breach of intellectual property rights.

### ITEMS TO BE SUPPLIED

#### TEXTS

- 1 file with the author's name and details (home institution, postal address, email)
- Title page
- Summary
- Front matter (Preface, Presentation, acknowledgements...)
- Introduction
- 1 file per chapter
- Conclusion
- 1 presentation of the work for the back cover (800 keystrokes)

#### ILLUSTRATIONS

- 1 list of illustrations (call number, title and caption)
- 1 digital file per illustration (format .ai, .eps, .jpeg, .png or .tiff)
- 1 permission for reproduction per illustration