



### **GUIDELINES FOR WRITTEN SUBMISSIONS**

1. The memoranda shall be submitted both in Word and searchable PDF formats. The memoranda shall be sent to [GILS.legal.challenge@gmail.com](mailto:GILS.legal.challenge@gmail.com) in accordance with the Timeline.
2. The formatting requirements are the following:
  - A4 size paper;
  - Font: Times New Roman;
  - Font Size: 12;
  - 1.5 interlinear space.
3. The suggested basic structure of the memorandum is:
  - Cover page (*please see next page*);
  - Table of contents;
  - List of references;
  - Summary of the main arguments;
  - Legal pleadings;
  - Request for findings.

4. Legal pleadings part of the memorandum may not exceed **five thousand (5.000) words** (excluding footnotes).
5. Paragraphs of the memorandum must be numbered and references to statements in either one's own memorandum or, in the case of the memorandum for respondent, to statements in the opponent's memorandum for claimant must be to the paragraph number.
6. The memoranda are intended to be of practical use to the arbitrators in deciding the dispute. They are not intended to be scholarly dissertations on the relevant law. Therefore, citations in the memorandum should be limited to those that advance the argument being made.

**Sample Cover Page for Memorandum**

Team: [01]

**GAMES INDUSTRY LAW SUMMIT 2022:  
LEGAL CHALLENGE V**

[Claimant's Name]

**VS**

[Respondent's Name]

**Submission of the [Claimant / Respondent]**

Legal Pleadings: [NUMBER] words