

1. SOUND FADE UP OUTDOOR DAY AMBIANCE. HOLD UNDER:
2. BEN Use a readable, compact proportionally-spaced serif typeface, such as Times Roman, and set at 12 point.
3. SOUND ABOUT ½-INCH DOWN FLUSHED LEFT GOES AN OPTIONAL SLUG LINE. PAGE NUMBER IS FLUSH RIGHT OPPOSITE.
4. BARNEY Top text margin is ½-inch down from the slug line. Bottom margin is no less than ¾-inch from page bottom. It will vary from page to page. Do not divide into scenes and acts. Number each cue (paragraph), rather than each line. Each page starts with cue number 1. Single space within a line, 2 space between cues. To aid the reader, separate long speeches into paragraphs of from seven to ten lines each.
5. If a speech is between 11 and and 19 lines, divide it into two paragraphs at or near the halfway point. All parenthetical technical indications, those intended for the foley walker, engineer or musicians, are underlined and in caps.
6. IDA (FILTER) All parenthetical directions to actors are lower case and NOT underlined. (weeping) Sometimes, directorial and technical indications occur at the same time. As in Sammy's next line.
7. SAMMY (REVERB, laughing) If a sound or music cue, or general direction interrupts a line of dialogue on one page...
8. NO CUE IN THE LEFT MARGIN.
9. ...type as you see it here.
10. BEN Split dialogue between pages only if at least two lines fit on the first page. Otherwise, start the cue on the second page. Split only after a complete sentence. Begin the second page with a new cue and (CONT'D).
11. YUNK Don't split words at the end of a line or sentences at the end of a page.
12. MUSIC SOUND AND MUSIC NOTES ARE UNDERLINED AND UPPER CASE.