

# Freelance Writer Article Submission Checklist

- | ☐ Headline is clear and engaging
- | ☐ Article meets word count requirements
- | ☐ Content is original and plagiarism-free
- | ☐ Grammar and spelling checked
- | ☐ Sources and references are cited
- | ☐ Adheres to publication's style guide
- | ☐ Relevant internal/external links included
- | ☐ Meta description provided
- | ☐ Images (if required) are included and properly credited
- | ☐ Document is properly formatted
- | ☐ Final read-through completed

## Notes