**CONTRACT AGREEMENT BETWEEN ARAUCÁRIA - SCIENTIFIC ASSOCIATION  
 AND [INSTITUTION NAME]**

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This CONTRACT AGREEMENT can be modified and used by others in any necessary way without the need to notify this journal.

This Agreement ("Agreement") is made and entered into on [DATE], between **Araucária - Scientific Association**, a publishing company with its principal place of business at BRAZIL ("Publisher"), and [Name of the responsible person], a representative of [company name] with its principal place of business at [adress]. ("Institutional Representative").

RECITALS

WHEREAS, Publisher is engaged in the business of publishing research manuscripts;

WHEREAS, the Institutional Representative desires to have certain research manuscripts published by Publisher;

Both parties desire to establish the terms and conditions governing such publication.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are at this moment acknowledged, the Publisher and Institutional Representative agree as follows:

1. **Manuscript Submission**

The institutional Representative shall submit all manuscripts individually through the journal e-mail system. All submissions must contain the cover letter file on the journal templates website. No other form of submission is accepted. The manuscript can be formatted into the journal template format in a second moment. However, the manuscripts are expected to contain all the sections required in the journal template, such as title, structured abstract, keywords, introduction and aims, materials, methods, results, discussions, conclusions, disclosures, and references.

1.1. The Publisher offers tools for the authors to prepare the **basic** manuscript structure, such as:

a) Abstract maker tool, available at <https://www.tchequimica.com/en/abstract_maker.php>;

b) DOI to APA, available at <https://www.tchequimica.com/en/doi_to_apa.htm>

c) templates and instructions available at <https://www.tchequimica.com/en/TEMPLATE.htm>

d) The Manuscript Sketch Tool, available at <https://sjofsciences.com/manuscript-sketch-maker.php>

The manuscript is expected to follow good publication practices, such as negligible plagiarism no machine writing, and the manuscripts are presented in good English grammar or Portuguese.

1. **Peer Review**

The manuscripts will be published only after **peer review**. The manuscripts will only proceed to **peer review** after they have been approved under an initial desk review.

Desk review approval does not mean peer review approval.

2.1 Manuscript redirection.

Do you allow a manuscript to be redirected to another company journal if it is rejected? ( ) Yes. ( ) No.

1. **Publication Rate**

The journal is published three times per year, with a maximum amount of 100 manuscripts per issue. Suppose an author or institution has made several submissions of different manuscripts. In that case, those will be published as they are approved, meaning it may take more than one issue to publish all the manuscripts, especially if the authors are not following the instructions from the desk review or the per-review.

**4. Fines and Penalties**

4.1. Manuscripts that fail to comply with the instructions from the **desk review** three times will receive an extra fee of 100 USD.

4.2. If a manuscript fails to comply with the instructions from the **desk review** five times, it will be excluded from the publication list, and no money will be refunded.

4.3. If a manuscript fails the **peer review** three times, it will be excluded from the publication list, and no money will be refunded.

4.4. Manuscripts out of the journal scope are **immediately** rejected.

1. **Payment**

5.1. Payment of the agreed values is made through PayPal or regular bank transactions. It will be made 50% on the deal and 50% on the completion of the deal.

5.2. Retracted manuscripts will generate no discount

5.3. Rejected manuscripts will not generate any deductions, including manuscripts submitted out of the scope of the journal.

5.3.1. Manuscripts submitted out of the scope of the journal will generate a penalty of 100 USD.

5.4. Fines and Penalties are paid extra when necessary.

1. **Governing Law**

This Agreement will be governed by and construed following the laws of Rio Grande do Sul/ Brazil.

**7. Entire Agreement**

This Agreement constitutes the entire Agreement between the parties and supersedes all prior and contemporaneous agreements and understandings, whether written or oral, relating to the subject matter of this Agreement.

IN WITNESS of which, the parties have executed this Agreement as of the date first written above.

PUBLISHING COMPANY:

[Insert Name and signature of authorized Representative]

INSTITUTIONAL REPRESENTATIVES:

[Insert names and signatures of authorized representatives]