

Herpetological Review
Geographic Distribution Notes
Geographic Distribution Batch Notes
Author Guidelines and Instructions
updated June 2026

GEOGRAPHIC DISTRIBUTION NOTES

Herpetological Review publishes brief notices of new geographic distribution records to make them available to the herpetological community in published form. Geographic distribution records are important to biologists in that they allow for a more precise determination of a species' range and thereby permit a more significant interpretation of its biology. We do not publish "observation" records. To generate high quality, verifiable species occurrence records, submitted notes should be based on preserved, physical specimens that have been deposited in a publicly accessible university or museum collection (private collections are not allowed). A photograph or audio recording (also deposited at a publicly accessible university or museum collection) may substitute for a preserved specimen with sufficient justification and at the discretion of the Section Editor. Incorrect formatting will result in your note being returned for revision and/or additional delays. Submitted notes will be reviewed and edited by a corresponding Section Editor prior to acceptance. Additional editing may occur by the Editors prior to inclusion in an issue for publication.

These geographic distribution records will only be accepted in a standardized format with no missing information. The format is as follows:

SCIENTIFIC NAME (Common Name). COUNTRY: 1st LEVEL ADMINISTRATIVE DIVISION: 2ND LEVEL ADMINISTRATIVE DIVISION: physical, descriptive locality (latitude, longitude; map datum). Collection Date. Collector(s). Verified by ###. Collection Name (Catalog Number). Comments. Permit, IACUC, and acknowledgments.
Author Name(s), Affiliation.

Specific formatting guidelines, examples, and additional comments for each section:

Scientific Name: This should reflect the current, accepted taxonomy of the focal species; this should be written in all caps, bold font, and italicized. We recognize that multiple species names may exist for taxa and leave this decision to the author.

MASTICOPHIS SCHOTTI

Common Name: Each word of the standard name needs to be capitalized, and the standard name needs to be placed in parentheses and followed by a period. For records for the USA and Canada, these standard names should follow: Nicholson (ed.) 2025. *Scientific and Standard English Names of Amphibians and Reptiles of North America North of Mexico, with Comments Regarding Confidence in Our Understanding*. Ninth Edition. Society for the Study of Amphibians and Reptiles. 87 pp. For records from Mexico, these standard names should follow: Liner and Casas-Andreu 2008. *Standard Spanish, English and Scientific Names of the Amphibians and Reptiles of Mexico*. *Herpetol. Circ.* 28:1–162. In attempt to offer clarity and improved communication of information, we request

authors follow the standard names in these guides but leave the choice of scientific names to the individual authors. If no standard name exists, please leave that section blank.

(Schott's Whipsnake)

Country: This should be written in all caps and followed by a colon.

USA:

1st Level Administrative Division: This should be written in all caps and followed by a colon. This division could be states, provinces, districts, etc., depending on the country.

TEXAS:

2nd Level Administrative Division: This should be written in small caps, include the division type, and followed by a colon. This division could be counties, municipalities, subdistricts, etc., depending on the country.

JIM WELLS CO.:

Physical, Descriptive Locality: This information should give precise locality information. Use metric units for distances when applicable and specify if this is road, river, or air distances.

private property along E TX Hwy 44 (TX Hwy 359), ca. 1.0 rd km NE jct Co Rd 341

Latitude, Longitude, Map Datum: This information should be presented in decimal degrees and include direction letters, not a negative symbol. The map datum should be included and formatted with a space between the acronym and number. Latitude and longitude are separated by a comma, and both are separated from the map datum by a semi-colon. An error value ("error = ## m") can be provided before the map datum. All are listed together in parentheses.

(27.77275°N, 98.02787°W; WGS 84)

Elevation: This is not a required piece of information, but if included should follow the latitude and longitude information outside the parenthesis.

(27.77275°N, 98.02787°W; WGS 84), 53 m elev.

Collection Date: This should be formatted as Day Month Year. Spell out the month completely and do not use leading zeros (e.g., "5 June" not "05 June").

11 January 2021

Collectors: Include the names of the individual(s) who collected or observed the specimen.

Clinton J. Guadiana and Drew R. Davis

Verified by: The individual who verified the identification of this specimen must be listed and *cannot be an author* of the note. A curator at an institutional collection is preferred. Do not include the affiliation of this individual in this field.

Verified by Travis J. LaDuc

Collection Name: This is the full, accepted name of the institution/collection where the specimen was deposited. Please consult Sabaj 2025 (available at: <https://www.asih.org/resources/standard-symbolic-codes>) for use of museum/collection names and abbreviations.

Biodiversity Collections, The University of Texas at Austin

Catalog Number: This is the catalog number of the focal specimen(s). This catalog number is presented following the standard symbolic code of the institution. These symbolic codes should follow those listed in the Sabaj (2025) reference mentioned above. If it is not a physical specimen, please note whether it is a photo or audio voucher following the catalog number. Field numbers may also be presented here but do not replace the need for catalog numbers from recognized collections. Accession numbers are not allowed.

(TNHC 115320)
(TNHC 114471; photo voucher)

Comments: After the above information is included the authors should briefly include the following information in the following order: 1) any important, relevant information about the specimen (e.g., sex, age, length, weight) if available as well as any information on habitat; 2) a geographic context for the new record citing relevant literature that was used to determine this new record (e.g., new state record, new county record, new drainage record, new mountain range record, etc.); and 3) distance from nearest previously known record (list catalog number of vouchered specimen). This section is where references should be used and should follow the abbreviated format shown below. Follow chronological order within citation strings. When citing a previously cited article a second time in your note, include the author and year, followed by “*op. cit.*” (Snow et al. 2007, *op. cit.*).

For a peer-reviewed article:

Fitch 1978. *Trans. Kansas Acad. Sci.* 81:354–362.

LaDuc and Bell 2010. *Herpetol. Rev.* 41:292–298.

Siler et al. 2011. *J. Herpetol.* 45:355–369.

- journal titles are abbreviated and should follow ISO4 abbreviations

For a book:

Fogell 2010. *A Field Guide to the Amphibians and Reptiles of Nebraska.* University of Nebraska-Lincoln, Lincoln, Nebraska. vi + 158 pp.

Werler and Dixon 2000. *Texas Snakes: Identification, Distribution and Natural History.* University of Texas Press, Austin, Texas. xv + 437 pp.

Krysko et al. 2019. *Amphibians and Reptiles of Florida.* University of Florida Press, Gainesville, Florida. xvi + 706 pp.

For a book chapter:

Snow et al. 2007. *In* Henderson and Powell [eds.], *Biology of the Boas and Pythons*, pp. 416–438. Eagle Mountain Publishing, Eagle Mountain, Utah.

For a thesis/dissertation:

Davis 2018. Ph.D. Dissertation, University of South Dakota, Vermillion, South Dakota. xii + 204 pp.

For a website:

Uetz et al. [eds] 2026. *The Reptile Database*, <http://www.reptile-database.org>, 1 Jan 2026.

- use websites sparingly, especially if a peer-reviewed reference is available
- IUCN website citations should be cited as follows: Wallace et al. 2013. *The IUCN Red List of Threatened Species* 2013:e.T6494A43526147, 18 Dec 2020

Permit Information + Acknowledgments: At the end of the note please provide information on what permit the specimen was collected under (permit holder name, permit number, permit type, issuing agency). If the specimen was collected in a state/country or by an employee where permits are not

required, please include a statement stating this within the note. For individuals affiliated with a university, IACUC permit information must also be included. For photographic or audio vouchers, permit information is not required. Please also acknowledge any necessary funding support and individuals who assisted with the work. Please use initials to acknowledge individuals and do not include titles (e.g., “We thank T. LaDuc,” not “We would like to thank Dr. Travis LaDuc, Curator of Herpetology”).

Author Name(s), Information: End the note with the author(s), affiliations, addresses, and e-mail address. Author names should be written in all caps and bold font. This is followed by their affiliation/ mailing address (no abbreviations) and e-mail address. If there are multiple authors at least one needs to provide their e-mail address (the corresponding author), but not all. Separate authors from the same institution by a comma, and separate authors from different institutions by a semicolon. At minimum, provide city, state, zip code, and country for all authors. Please do not include titles.

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Additional formatting notes:

- Please use American English, not British English (e.g., behavior not behaviour)
- Use only one space after periods, never two
- Correct formatting for dates and time is 1 July 2025 and 0235 h; do not use leading zeros when providing dates (e.g., “5 June” not “05 June”)
- GPS coordinates should be in decimal degrees (≤ 5 decimal places) and include the map datum used (e.g., 14.7976°S, 39.2334°W; WGS 84); note the map datum is separated from the GPS by a semicolon and that there is a space in “WGS 84”; use “S”, and “W” in the GPS coordinates and not negative values
- Elevation data should be in m (not ft) and follow the map datum in parenthesis
- For measurement information, please format as “150 mm SVL”, not “SVL = 150 mm”
- Snout–vent length should be abbreviated but not total length or tail length (e.g., 45.0 cm SVL, 13.9 cm tail length, 50 g)
- If a measurement is an approximation, please use “ca.” (e.g., ca. 45.0 cm SVL)

- For temperatures, correct spacing is “24°C”
 - Provide measurements in metric units (e.g., grams [g], milliliters [mL])
 - Abbreviate time units as follows: second (s), minute (min), hour (h), days (d), week (wk), month (mo), and year (yr)
 - Spell out all state names (do not abbreviate them) and ensure country is included at first mention of the state (but not in successive mentions)
 - Additional formatting styles include (note the spacing):
 - N = 12 eggs
 - 78 ± 2.6
 - P < 0.001
 - 1.7 m
 - Ensure correct use of hyphens (-), en-dashes (–), and em-dashes (—), as well as surrounding spaces; hyphens connect compound adjectives, en-dashes are used to separate numeric values (e.g., page ranges, date ranges, size ranges), and em-dashes are used in text to create emphasis, interruption, or clarification in a sentence
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GEOGRAPHIC DISTRIBUTION BATCH NOTE

Authors may choose to combine a series of multiple records into a single manuscript (batch note). Records included in these batch notes should share a common theme, whether it be numerous records of a particular species (or a few species) or numerous records of multiple species from a narrow geographic region. These batch notes are prepared like *HR* standard-length articles and include a title, introductory paragraph(s), acknowledgements, and literature cited sections (not abbreviated in-text citations). See additional formatting information for standard-length manuscripts online at: <https://ssarherps.org/publications/herpetological-review/>. The format of distribution records within a batch note follows the guidelines shown above, but redundant information can be removed if mentioned in the introduction. For example, if an introductory paragraph states that “All identifications were verified by Travis J. LaDuc,” it is not necessary to repeat this within the text for each record. At minimum, there should be five shared records within a batch note.

Additional Information

- Please consult a recent issue of *HR* for additional examples of GDNs, which are available at: <https://ssarherps.org/herpetological-review-pdfs/>
- Do not submit a GDN unless a thorough literature review has been completed, including past issues of *HR* and museum databases
- Notes involving physical specimens will always be given priority (preference) over those involving other voucher types
- If you have a conservation concern related to the publication of a specific locality, please contact the appropriate Section Editor, who has the discretion to evaluate the appropriateness of the request to withhold locality information; if approved, wording is typically as follows: “exact locality withheld due to conservation concern and is on file with ### [state/federal agency or natural history collection]”
- Combine multiple distributional records of the same species into a single note and separate records from different administrative units (e.g., different counties) into different paragraphs; present these multiple administrative units in alphabetical order; multiple

occurrences of a species within the same administrative unit must remain in the same paragraph

- For reports concerning introduced species, it is important to note whether a population has become established (publishable) or if the report represents an isolated occurrence, such as a released captive (generally not published); additionally, it will be helpful to include any information that establishes a timeline for the introduction, such as date of first observation

Submission Information: Submit GDNs and Batch Notes as Microsoft Word (.doc or .docx) files to the appropriate Section Editor. Incorrect formatting or missing information will result in your note being returned for revision and/or delays in its review. Use 1.5 line-spacing and one space after periods. If submitting several individual notes, please separate out each note into a separate document (do not combine multiple standalone GDNs into a single document). Contact information for Section Editors can be found online: <https://ssarherps.org/publications/herpetological-review/>. Section Editors should confirm receipt of your submission and will place it into a queue for review.

Example Published Note:

***HALDEA STRIATULA* (Rough Earthsnake).** USA: TEXAS: KARNES Co.: Joe Gulley Park, Kenedy (28.81566°N, 97.86218°W; WGS 84). 5 March 2022. Drew R. Davis. Verified by Travis J. LaDuc. Biodiversity Collections, The University of Texas at Austin (TNHC 116650 [DRD 9026]). Subadult male (110 mm SVL, 19 mm tail length [incomplete], 1.1 g) collected under a rock at 1600 h. This specimen represents a new county record (Dixon 2013. *Amphibians and Reptiles of Texas: with Keys, Taxonomic Synopses, Bibliography, and Distribution Maps*. Third Edition Revised and Updated. Texas A&M University Press, College Station, Texas. viii + 447 pp.) and fills a gap along the southwestern edge of the species' recognized distribution in the state. *Haldea striatula* is known from five bordering counties (Dixon 2013, *op. cit.*), and the nearest known specimen record is ca. 56.0 km to the northwest in Wilson County (TNHC 100684). This specimen was collected under a Texas Parks and Wildlife Scientific Collecting Permit (SPR-1018-294) and an approved IACUC protocol (UTRGV AUP #18-28), both issued to DRD.

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