MODEL MANUSCRIPT - DELETE THIS BLUE BOX BEFORE SUBMISSION

New distribution record of *[Insert species name]* from [Insert locality name]

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[Insert species name] is currently known from [briefly state the previously known range, with citation]. Here, we report the species from [Insert locality name], representing a new locality record/range extension.

During a field survey on [date] at [Insert locality name], [district/state/country] ([latitude]° N, [longitude]° E; [elevation] m a.s.l.), an individual of *[Insert species name]* was encountered in [habitat] (Fig. 1). The individual was photographed, and a voucher specimen was deposited in the **[NAME OF RECOGNISED COLLECTION]** (voucher no. **[ACCESSION NUMBER]**). Identification was based on diagnostic external characters and comparison with the original description. Where molecular confirmation is used, state the gene region, comparison dataset, analytical method and result in one or two sentences only. For example: a 16S rRNA sequence showed 0% uncorrected p-distance from reference material of *[Insert species name]* (see [TABLE/APPENDIX REFERENCE]).

This record lies approximately [distance] km [direction] of the previously known locality at [Insert locality name]. It represents a range extension/new locality record of *[Insert species name]* and highlights [brief, evidence-based significance]. Avoid overstating conservation or taxonomic implications unless they are directly supported by the record.

ACKNOWLEDGEMENTS

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REFERENCES

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FIGURE CAPTION

Figure 1. [Life stage/sex] [Insert species name] from [Insert locality name], [district/state/country]. Photograph by [NAME].

FINAL CHECK: Remove all red instructional text and placeholders. Submit the clean Word manuscript plus a PDF with the figure placed after the caption. Keep all text, acknowledgements, references, captions and photographs within the six printed A4-page limit.