



Pricing:

1. As set out in the *Terms & Conditions*, (“T&C”) and “*Why Does A Proofed Manuscript Matter*” (“WDAPMM”) documents, all Booknook.biz quotes for book production are provided assuming that we have received the final, proofread, fully-edited document for production.
2. If you skimmed over the T&C, or the WDAPMM documents, please re-read them now for an in-depth discussion of policy and pricing for revisions, before you send in your proof form, thank you.
3. An individual edit is **any change that we can make in ONE copy-paste or typing operation.** Please see “What’s A Revision Cycle” for details on this, in the T&C.
4. Corrections for invisibly-embedded formatting codes present in your original document are counted as copyedits, not “conversion errors.” If you need help finding and confirming hidden codes, you can read this tutorial: [Word Tutorial](#) or if you want to really learn how to use Word—make it your slave—you can [start with this guy \(best darn tutorials on the Web, period\).](#):
5. The ePub is the text proofing mechanism. **It is the author’s responsibility to proof the ePub in its entirety.**
6. Generally, if we are making your books from InDesign, or a final PDF, we’ll issue *both* the ePub and MOBI at once. If we are making a fiction title from a Word manuscript, we are likely to only issue the ePub initially, for you to proof. In this latter instance, once the ePub is approved by you, the text of the book is final. Only after your approval is the Kindle book (Mobi) made.
7. Any author-requested edits AFTER THE KINDLE BOOK IS MADE INCUR SIGNIFICANT ADDITIONAL CHARGES, PLEASE SEE THE TABLE BELOW.
8. Therefore, please ensure that your first proofing round is thorough. There is no charge for fixing any errors made during conversion that are not present in your original manuscript.

Edit and Revision Pricing Grid:

First Proofing Round:	No editing Round Fee, plus 5 free copyedits, plus \$1.00 per edit for edits #6→ <i>Example:</i> 10 edits is \$5.00 \$0.00 No Revision Round Fee \$10.00 for 10 edits (\$5.00) less five free edits = \$5.00 total charge.
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<p>Second Proofing Round:</p>	<p>An editing Round Fee (\$25), plus \$1/edit</p> <p><i>Example:</i> 15 edits is \$40.00 \$25.00 Revision Round Fee \$15.00 for 15 edits = \$40.00 total charge</p>
<p>Third Proofing Round:</p>	<p>An editing Round fee (\$35) plus \$1.00/edit</p> <p><i>Example:</i> 20 edits is \$55.00 \$35.00 Revision Round Fee \$20.00 for 20 edits = \$55.00 total charge</p>
<p>Kindle Remake Fee: Applies when a Mobi file has been part of the deliverables, and <u>edits are needed to both the ePUB and the MOBI file.</u> This <i>only</i> applies from Revision Round 2 forward. <u>There is no Mobi remake fee for the first revision round.</u></p>	<p>\$25.00 for each and every remake, plus any applicable Revision Cycle fees, plus any editing fees.</p> <p><i>Example:</i> A 3rd Round Revision, with 10 edits, when the client has received his MOBI in the 1st or 2nd round, will be \$70.00 10 edits is \$70.00 \$35.00 Revision Round Fee \$25.00 Kindle Remake Fee \$10.00 Edits = \$70.00 total charge</p>

Completing the Corrections Form

1. **Inspect your review copy thoroughly.** Please note any corrections you want us to make inside the Proof Form table.
2. Your production team does not proofread your book's content and will follow your list of corrections *exactly*.
3. The only edits accepted or made under this pricing grid must be submitted in a proof form. Edits sent in the body of an email, or requested by phone, etc. will be made under the hourly rate specified in the T&C (Terms and Conditions) document, in the "Revisions and Revision Cycles" section, p.9-10, inclusive.
4. The text in the "Old" column will be deleted and the text in the "New" column will be added exactly as typed in the form. The blocks on the proof form are designed to expand to hold your text. This means that even if you are trying to type in a long sentence, the block will expand to hold it. The absolute best way to obtain text for the "Old" column is to highlight it in Adobe Digital Editions (it will be highlighted in color), then click "Edit" on the menu and hit "copy." Then paste the text into the "Old" box on the Proof form.

5. The proof form is designed to automatically add more rows if you need them. If you get to the last line in a section, you can simply click your TAB button and a new line will be added to the form. (You will have to number the new item—sorry, our automation skills only go so far!).
6. **It's crucially important** that you include enough text in the "Old" column for us to find the specific sentence or sentence fragment; we recommend that you use an entire sentence, if you can.
7. **DO NOT** use a single word, or say things like "*on the third line of page 17, change its to it's.*" **We cannot find edits identified that way.** Use the text of the entire sentence, or not less than 5-6 words. Please remember we are working in code, and that the pages look different to each person, based upon font size selections and how large the reading pane is set by the reader.
8. Please use the actual page numbers as they appear on the pages in the Adobe Digital Editions ePub version, to assist us in finding your edits. It is helpful if you identify your chapter, as well.
9. If you use page numbers from a different document—your source Word or PDF file, for example, and we can't easily find the edits you've requested by using the "old" text, we will charge as set out in the T&C Document, Revisions and Revision Cycle Pricing, p.9-10, incl.
10. If you wish to request changes to the layout or formatting, as opposed to corrections to formatting, for example, moving pages of text, or changing font size, adding images, please clearly identify that as a formatting change, as well as indicating it on the form, as these types of changes will incur additional fees.
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12. The tan-brown box shows *example edits* that you can use to guide you in making edits.
13. Substantive changes, like swapping out an entire chapter, will be charged at \$45/hour. *All* edits to all print editions are made at \$45/hour. These fees will be in addition to any other fees incurred under the Edit Pricing Table, above.
14. *After* you have completed your electronic corrections form, save it to your computer. Then send it as an e-mail attachment to your unique email address for the book project. Make sure you title the Subject line with your Book Title/Proof Form. This routes your changes directly to the team doing your specific book, so that the Crew can make the changes to your ePub. Once the changes have been implemented, we will send you a final ePub for you to review and approve. Any subsequent modifications or corrections to your ePub(s) will incur additional fees.

Thank you!

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