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Publishing Services Worksheet

Please complete this worksheet to help us know what services you desire. Complete the information in the Optional Services section to the best of your knowledge. This worksheet, along with your formatted manuscript, will be used to provide a custom quotation for your book.

Author Name _____

Address _____

City _____ State/Zip _____

Phone _____ Email _____

Basic Services

Our Basic Services include a custom interior design and one custom cover design.

Book Title _____ Word Count _____

Ship to Zip Code _____ Residential Business If Business, is a loading dock available? Yes No

Cost Chart

Book Quantity	Base Cost (up to 152 pages)	Cost per Book	Additional cost per eight pages
5.5 x 8.5 inch book			
100	\$1,195	\$11.95	\$9
250	1,595	6.38	18
500	1,995	3.99	34
1000	2,795	2.80	66
6 x 9 inch book			
100	\$1,245	\$12.45	\$10
250	1,645	6.58	19
500	2,045	4.10	35
1000	2,845	2.85	67
8.5 x 11 inch book			
Most 8.5 x 11 inch books are workbooks with varying word counts (100–400) per page, depending on space needed for writing, charts, and illustrations. Prices below are based on 300 words per page. Email for your custom quote.			
100	\$1,495	\$14.95	Quote
250	1,995	7.98	Quote
500	2,695	5.39	Quote
1000	3,695	3.70	Quote

Book Specs

Trim Size 5.5 x 8.5 inch 6 x 9 inch 8.5 x 11 inch

Quantity 100 250 500 1000

Other _____

To determine the approximate page count of your 5.5 x 8.5 or 6 x 9 inch book, divide the total word count by 300.

Your word count _____ divided

by 300 = page count _____

Base cost (from column 2) \$ _____

Additional cost per 8 pages (from column 4)

\$ _____ x number of 8-page signatures

_____ = added cost _____

Basic Services cost \$ _____

Optional Services

Editing Options

To achieve the professional-level quality you desire, you should submit your best work. Use spell check and grammar tools, and take some quality time to carefully read your manuscript. This will help you catch things that are easy to miss when you are writing. You want to feel, “This is the best I can do. Now I want an editor’s expertise to refine my work.” Our editors then carefully apply their expertise in the following ways:

Manuscript Review

This is required for the highest level of editing, the Content Editing. Based on the review, the fee for Content Editing will be set at .04, .045, or .05 per word. Note: fee will be applied toward content editing if option chosen.

\$175 \$ _____

Content Editing

Content Editing includes copyediting, but adds a more extensive shaping of the manuscript appropriate for its genre. With fiction editing, plot, theme, and character development is the focus. Non-fiction editing looks at the structure and flow of content, concepts, and ideas. Regardless of genre, detailed interaction with the author allows the editor to improve the author’s work, while maintaining the voice of the author. \$.04, .045, or .05 per word, based on the required manuscript review. Note: Be sure to subtract the \$175 for your manuscript review.

.04, .045, or .05 x (word count) _____ \$ _____

Copyediting

Copyediting includes proofreading, and additionally corrects poor sentence structure, flow, consistency, and word choices. The editor will make changes in MS Word for author review. \$.018 per word

.018 x (word count) _____ \$ _____

Proofreading

Correcting basic errors in spelling, grammar, and punctuation. \$.01 per word

.01 x (word count) _____ \$ _____

Total editing options \$ _____

Design Options

For prices with “and up” cost per item will be included in your custom Quote. Please include samples of illustrations that will need to be created, and photos that will be provided with your manuscript submission.

Additional Cover Designs

One custom cover is provided with Basic Services. Additional designs are \$250 each.

\$250 x (# of cover design options) _____ \$ _____

Creating Illustrations

Creating illustrations or diagrams from your sketches or rough illustrations: \$25 each and up, depending on complexity.

\$25 x (# of illustrations) _____ \$ _____

Photographs

Sizing and adjusting digital photos for printing: \$10 each and up, depending on quality of photo and size of final image.

\$10 x (# of photos) _____ \$ _____

Charts/Outlines

\$20 each and up, depending on size, length, and complexity.

\$20 x (# of charts/outlines) _____ \$ _____

Pull Quotes/Callouts or other custom interior treatments \$5 each and up. If your text does not have other charts, illustrations, or subheads, we recommend at least one callout for every three pages of text (to make the design more interesting for the reader).

\$5 x (# of quotes/callouts) _____ \$ _____

Total design options \$ _____

Rush Production

Standard production time is 90 days. Forty-five day rush production fee is \$500.

\$ _____

Total your costs so far:

Basic Services cost (from page 1) \$ _____

Total editing options (from page 2) \$ _____

Total design options \$ _____

Rush production \$ _____

Estimated total book cost \$ _____

Note: Shipping charges will be shown on your Quote, and sales tax will be added for Colorado residents.

Additional Services

The following professional services are also available. Please email for more information on these custom services.

Printing Options

Printing options include cover finishing (matte lamination, embossing, varnish), alternate paper weights, and mechanical binding (plastic comb, spiral wire, wire-o). Any of these services will be based on the individual project and will be listed on a custom quote. Some additions may not be available with digital printing of 500 books and under.

Ghostwriting Service

Cost to be determined on per project basis, based on ghostwriter input.

Curriculum Development and Production Services

We have many years of experience creating resources for church and ministry use. A custom quotation will be provided after consultation.

Custom Author Website

Coming soon! Please check back soon or sign up for our Newsletter to get up-to-date information on this new service.