



Typical Contract Terms

Once I understand the scope of your project (how big, how much formatting, how many images, etc.), I will send you a quote that also serves as our contract. Here are some of the typical terms of my contract.

Quote is valid for 60 days from date issued.

Once 40% of the total quote is received, this quote is considered as accepted & is our contract.

- Your book will then be scheduled. No work will start until this retainer is received.
- Please carefully review the details to ensure this contract is complete.
- I will deliver only what is indicated in this quote.

The balance of your quote is due upon completion of the file generation.

- I will release the files upon receipt of the balance owing
- If you wish help with uploading the files, I will do so after receipt of the balance owing

If you cancel the project at any time for any reason, cancellation fees will be assessed based on \$60/hr for the number of hours worked on the project to date.

- I reserve the right to waive these terms for authors with whom I have a longstanding relationship

Dome Tree, or anyone working on behalf of Dome Tree is not responsible for acquiring copyright permissions for any quoted material. All liability remains with the author.

Dome Tree will provide you with all output files upon final payment.

- Dome Tree owns and retains the legal rights to everything we create except the finished files (typically this is limited to the finished cover files (PDF, jpg) and the finished interior files (PDF, ePub/mobi) that we give you.

Always retain copies of all files. Dome Tree is not responsible for lost or corrupted files in your care.