



PH PENTECOSTAL
PUBLISHING
WHEN THE ONE RELATES WORDS, WE WRITE!

Editing Consultation Form

This form is designed to help me construct customized services tailored to your specific needs and goals as a writer. Please answer all the questions below to the best of your ability. Thank you for showing interest in my services.

Name: _____

Pseudonym/Pen Name (optional): _____

Describe yourself in three words: _____

What genre do you write? (circle all that apply):

Action/Adventure Fantasy Science-Fiction
Mystery/Suspense Romance Inspirational Contemporary
Paranormal Non-fiction Other:

Describe your unique writing style in three words: _____

Have you ever published before?

- A. Yes. Traditional publishing
- B. Yes. Self-publishing
- C. I've shared on Wattpad, blog or other media for free.
- D. No. I have never published.

How would you describe your plan for publishing your book?

- A. Traditional Publishing
- B. Self-Publishing
- C. Crowd Sourced Publishing
- D. Not sure

Current Manuscript

Title: _____ **Genre:** _____

List 2-3 books, movies, etc. to which your manuscript can be compared.

Target Audience:

- A. Children/MG
- B. Teen/YA
- C. Adult/N

Is there a specified deadline you would like to meet?

Do you have any specific challenges or concerns in your manuscript that you would like me to address?

FEE SCHEDULE

GHOSTWRITING

This service involves any original writing of any portion(s) of your manuscript. As such it is the most extensive service offered.

COST: \$.50/word; not to exceed \$5,000

EDITORIAL ASSESSMENT & CRITIQUE

This service assesses the manuscript's strengths, areas for improvement and recommendations in seven areas: overall appeal, voice, character development, plot, pace, continuity, and presentation. You will receive a minimum three-page report on findings and recommendations.

COST: \$.004/word
(ex: a 50,000 word manuscript will cost \$200)

DEVELOPMENTAL EDITING

This is an extensive service that focuses on the overall manuscript from words, sentences, phrases to the entire story to assess content, structure, and style. Solutions for plot holes, style, and character inconsistency will be provided. Developmental editing will provide your story with a with a firm foundation and structure.

COST: .008/Word
(Ex: a 50,000-word manuscript will cost \$400)

LINE EDITING

I will work to ensure strong prose and a well-defined voice by eliminating and restructuring wordy or awkward phrases, passive voice, and improving the pace and readability of your story.

COST: \$.006/word
(ex: a 50,000 word manuscript will cost \$300)

COPY EDITING & PROOFREADING

This service focuses on the technical aspects of the prose, which include: spelling, grammar, punctuation, syntax, inconsistencies, repetition, and typos.

COST: \$.006/word
(ex. a 50,000 word manuscript will cost \$300)

GENERAL PUBLICATION PREPARATION

This service includes the specifics of publishing a pre-edited book.

COST: \$300 (paperback); \$375 (paperback and e-book)

EDITING SERVICES AGREEMENT

This agreement is between Min. Patrick Henry, M.A., M.A., LPC (“Editor”) and (“Client”) and concerns the following manuscript:

Author(s)	
Working Title	
Length & Description of Manuscript	
Task	

1. Specified Tasks

- A. **Ghostwriting** - This service involves producing original writing for your manuscript. As such it is the most extensive service offered.

- B. **Editorial Critique & Assessment** - This service assesses the manuscript’s strengths, areas for improvement and recommendations in seven areas: overall appeal, voice, character development, plot, pace, continuity and presentation. You will receive a minimum one-page report on findings and recommendations.

- C. **Developmental Editing** - This is an extensive service that focuses on the overall manuscript from words, sentences, phrases to the entire story to assess content, structure, and style. Solutions for plot holes, style and character inconsistency will be provided. Developmental editing will provide your story with a with a firm foundation and structure

- D. **Line Editing** – I will work to ensure strong prose and a well-defined voice by eliminating and restructuring wordy or awkward phrases, passive voice, and improving the pace and readability of your story.

- E. **Copy Editing & Proofreading** – This service focuses on the technical aspects of the prose, which include: spelling, grammar, punctuation, syntax, inconsistencies, repetition and typos.

- F. **General Publication Preparation (pre-edited work)** – This involves manipulating the document in order to conform with self-publishing platforms

2. Delivery

The Client agrees to deliver the manuscript to the Editor as follows:

Delivery of manuscript on or before:	
Form of delivery:	Email
Format of manuscript:	PDF in Arial or Times New Roman, 12-point font.

The Editor agrees to deliver the manuscript to the Client as follows:

Schedule for completion:	(milestones, due dates, number of iterations, etc.)
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3. Fees

The agreed-upon editorial fees are to be paid by the Client to the Editor via debit/credit card, check, money order, or cash. 50% deposit is due upon acceptance and signatures on this Agreement, with the balance due prior to receipt of the final manuscript.

The Editor retains ownership of all work performed, including all relevant intellectual property rights, until the Editor receives full payment from the Client. Use of the work before that time by the Client represents a violation of these rights.

4. Termination

This agreement may be terminated by either party in the event of material change of circumstance, with 7 days' notice sent in writing to the other party at the address shown below. If the Editor terminates the agreement, the Editor will be paid by the Client for work done up to the date of termination. If the Client terminates the agreement, the Editor will retain the 50% deposit.

5. Confidentiality

The Editor will protect all information submitted by the client and treat it as confidential. The Editor may use written testimonials submitted by the Client, including the Client's name and manuscript title solely for the promotion of professional services to future clients via website, social media or other expressed platforms.

6. Indemnity

Editing is intrinsically a subjective process of offering advice and suggestions to the Author and Client. In addition to offering such advice and suggestions, the Editor's responsibility is limited to notifying the Client of any unresolved differences with the Author before the work proceeds to the next stage of production. While the Editor will make every effort to bring questionable material to the attention of the Client, the Client agrees to indemnify and save harmless the Editor from any and all claims or demands, including legal fees, arising out of any alleged libel or copyright infringement committed by the Author or Client in creating the work.

There are no guarantees in the highly competitive field of publishing. In large part the acceptance of a manuscript for publication is the subjective decision of a publisher and its editors. This decision is subject to the whims of taste and perceived marketability of the manuscript. This Editor, while working to aid the Client in preparing the best manuscript

possible given the submitted material, has no way of judging the market or the whims and caprices of the publishing industry.

7. Applicable Laws:

The terms of this agreement shall be interpreted according to the laws of Ohio, United States.

8. Amendments

This contract may be changed only by written agreement between the Editor and the Client and constitutes the only agreement between the parties.

Signed by the parties of this agreement:

Date: _____

Client's Printed Name: _____

Signature: _____

Date: _____

Editor's Printed Name: Minister Patrick Henry, M.A., M.A., LPC

A handwritten signature in black ink, appearing to read 'PH', written over a horizontal line.

Signature:

