

# Proposal



Project Book Edit  
 Date Date  
 Client Name  
 Contact Email

Task	Projected Hours		
	Best Case	Worst Case	Likely
Take Brief / Study Samples / Prepare Quote	3.00	3.00	3.00
Set Editing Rules	2.00	4.00	3.00
Edit Book (22,000 words*)	18.00	26.00	22.00
Questions & Discussions	4.00	6.00	5.00
Expenses / Admin / Ancillary Tasks	2.00	4.00	3.00
*A book with fewer words will naturally require less time; we only charge for time actually worked.			

29.00                      43.00                      36.00

Rate	\$120.00	Sub Total	\$3,480.00	\$5,160.00	\$4,320.00
		+ GST	\$348.00	\$516.00	\$432.00
<b>Total</b>			<b>Best Case</b>	<b>Worst Case</b>	<b>Likely</b>
			\$3,828.00	\$5,676.00	\$4,752.00

**Notes**

This is not an invoice

This proposal is valid for 30 days from the date of this document.

It's intended to illustrate best and worst case outcomes. For a best case outcome, all parties must be:

Accessible, clear, consistent, decisive, fast acting, flexible, intelligent, resolute and trusting.

Any effort made to organise content prior to our involvement will also assist a best case outcome.

Terms: Fortnightly invoicing for hours spent. 14 days / EFT payment. All work remains Empire property until paid for in full.

**The Feisty Empire**

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