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# Welcome



**GIHON**  
PUBLISHING



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# The Story Behind

People always ask me what the name “Gihon” means. It means “gushing forth.”

The word “Gihon” is the name of the second river mentioned in the Book of Genesis 2:13. This river along with three other rivers: Pishon, Euphrates and Tigris (Hiddekel) historically passed through the Garden of Eden. It encircled the whole land of Cush, modern day Ethiopia. It flowed through the whole land.

The river Gihon is memorable because it was here that the famous King Solomon was anointed and announced as King. In the Old Testament this river was the primary source of water supply for the city of Jerusalem.

Gihon Publishing provides professional quality services at exceptional prices.



# Publishing Packages

# YOUR MAJESTY

Coaching

Copy Editing

Proof Reading

Book Design

Page Layout

Digital Copy

e-Publishing

Video Interview

Web Page

Publishing

Video Interview

Feature on Gihon  
Books Website

# YOUR HIGHNESS

Copy Editing

Proof Reading

Book Design

Page Layout

Digital Copy

# **YOUR EXCELLENCE**

Book Design

Page Layout

Digital Copy

**Please see the website for  
further details**

# Terms and Conditions

## **1. INTRODUCTION**

A project may consist of work to be carried out by the consultancy in one or more stages. Consultancy proposals will normally be provided for each and all of these stages. The terms contained within the proposal, together with these conditions become part of the contract for the project as a whole when accepted by the client. Such acceptance will be signified either by the client signing and returning a copy of the terms and conditions or shall be deemed to be signified upon the agency commencing work on the project notwithstanding that acceptance has not been confirmed by the client in writing. No variation to the terms and conditions shall be accepted or shall be deemed to be accepted by the consultancy unless specifically confirmed in writing by a duly authorised representative of the consultancy.



## **2. GENERAL TERMS**

Unless otherwise agreed in writing, for all projects, we invoice 100% of the agreed fees and of estimated expenses upon commissioning.\*

We reserve the right to claim statutory interest at 8% above the Bank of England base rate at the date the payment becomes overdue in accordance with the Late Payment of Commercial Debts (Interest) Act 1998. Our charges for expenses cover all reasonable out-of-pocket costs, such as travel, car mileage, accommodation, subsistence, etc, as required by the client. We reserve the right to add 15% to disbursements made on behalf of the client to cover our administrative costs.

## **3. CANCELLATION**

The client may give the consultancy reasonable written notice to cancel the contract, in which circumstances the client shall be liable to pay the consultancy's fees and costs for all completed stages plus any fees and costs related to work that has been committed on the client's behalf.

The consultancy may, by serving written notice on the client to that effect, terminate the contract in the event of the client failing to meet any of the terms and conditions set out or in the event of insolvency on the part of the client; or in the event of the client failing to provide data, information or other communications reasonably required and requested by the consultancy necessary for the completion of the project. In such circumstances the client shall be liable to pay the consultancy for all work completed or committed by the consultancy, such payment to be made forthwith upon termination of the contract.

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## **4. COMPLETION DATES**

The consultancy will use its best endeavours to meet all completion dates specified. However, the client recognises that these dates are estimates only and the consultancy shall not be responsible for any loss or damage as a result of a failure to meet any such dates.

## **5. SPECIFICATION**

Where the specification of a project changes from that laid out in the proposal, the consultancy will notify the client and submit revised cost estimates. If changes are made by the client requiring action by the consultancy before notification of revised costings can be reasonably supplied, the consultancy reserves the right to increase fees and costs to reflect the change in workload in line with the consultancy's normal rates.

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## **6. CONFIDENTIALITY**

The consultancy shall undertake not to disclose to any third party any confidential data, information or trade secrets supplied by the client during or after the completion of this contract.

## **7. INTELLECTUAL PROPERTY RIGHTS**

Any Intellectual Property Rights or copyright contained in any of the documents or work undertaken as part of this project shall be vested in the consultancy unless otherwise agreed with the client. Please note that any artwork files required by the client will not be released until payment has been made in full.

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## **8. LIMITATION OF LIABILITY**

The consultancy will undertake to use its best endeavours, within the boundaries of the project, to provide advice and guidance to the benefit of the client's business. However, the consultancy shall not be liable in any circumstances for any circumstances for any consequential loss whatsoever, however caused, including (but without limitation) business interruption and/or loss of profits arising from the contract. Whilst it is the responsibility of Gihon Publishing Limited to ensure the accuracy of the elements under its control (e.g. typesetting), legal and factual accuracy of any material, and rights to reproduce such material, remains the responsibility of the customer.

## **9. APPROVAL**

The client is responsible for any errors or omissions in artwork, illustrations, photographs, proofs etc., which have been accepted by the client.

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**I have read and understood the attached terms and conditions:**

**Client Name:**

**Client Signature:**

**Date:**

*\*Payments to be made before projects start.*

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# Services

Publishing

Audio Books

Editing

Research

Copy Writing

Coaching

Translating

Graphic Design

Interpretation

Illustration

Perfect Binding

Jingles

ebooks

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**I measure  
my time  
in books**



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