

Con-Text.org Service Agreement

Dear client,

Thank you for choosing my services for your novel translation needs. This document outlines the terms and conditions of our agreement. By engaging with my services, you acknowledge and agree to the following:

1. Services Offered:

- **Translation:** Your novel will be translated into German and delivered as a Word document (.docx). Please note that while the translation will be of high quality, a manuscript may require additional proofreading for complete accuracy.
- **Proofreading:** Proofreading for German manuscripts, which includes occasional sentence rewriting, will be provided by my experienced associate. Note that this service is not equivalent to editing. For extensive editing of poor or AI-generated translations, please book my editing service.
- **Editing:** For translations that require substantial improvement, I provide an editing service to deliver a high-quality, readable manuscript. This may result in deviations from the original text.

2. Deadlines: Deadlines will be mutually agreed upon before work begins. For new clients, 80% of the manuscript will be delivered by the agreed deadline, with the remainder provided within 24 hours of invoice settlement. Unless otherwise agreed upon, please make sure to send me your manuscript at least 4 weeks before the deadline and let me know if it includes any fixed-price items (3).

3. Pricing (*invoices can be issued in Euros, U.S. Dollars, or British Pounds Sterling*):

Manuscript:

Translation: €0.03 per English word.

Editing: €0.02 per German word.

Proofreading: €0.01 per German word.

Fixed-price items:

Blurb translation: €10 (max. 500 words)

Poems, riddles, songs*: €3 per line

(*Please let me know about these in advance.)

4. Payment: Invoices will be issued upon completion of each project via **Stripe**, providing secure online payment by card. For first-time clients, 80% of the manuscript will be delivered initially, with the remaining 20% provided upon payment. Invoices can be issued in Euros, U.S. Dollars, or British Pounds Sterling. Payment via **PayPal** is available upon request..

5. Copyright: You retain full ownership and rights to your work. I will not share, copy, or publish any part of your manuscript in any form. I will not be entitled to any royalties, residuals, or any other form of additional compensation resulting from the sales and distribution of the translation.

6. Acknowledgment/Credit: For translation services, I am to be credited as Evelyn Schulz, Con-Text.org, in your book and its metadata. No credit is required for proofreading services.

7. Quality Assurance: My translation service includes the translation and one final read-through. I offer free correction of any errors reported within three months post-delivery.

8. Delays: While I strive to meet all deadlines, please allow flexibility for unforeseen circumstances. Delays beyond two weeks will result in a 10% discount on the translation service if requested.

Your engagement with my services signifies your agreement to these terms. *Please note that details regarding deadlines and prices are subject to change based on agreement via email. Any such agreed-upon changes will override the terms outlined in this document.* Please inform me beforehand if your manuscript contains poems, songs, riddles etc.

I look forward to working with you and delivering a high-quality translation of your novel.

Best regards,
Evelyn Schulz

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