

Lucid Editing – Client Agreement

This Client Agreement (“Agreement”) sets out the terms under which Lucid Editing provides editing services to individual clients (“you” or “the Client”).

By submitting an enquiry, accepting a quote, making payment, or ticking the acceptance box on this website, you confirm that you have read, understood, and agree to be bound by this Agreement.

1. Services

Lucid Editing provides editorial services, which may include free sample edits, developmental editing, manuscript critiquing, proofreading, and related services, as agreed in writing for each project (“Services”).

The specific scope of work, word count, deliverables, timelines, and fees will be outlined in a quote or written agreement prior to commencement. Any work requested outside the agreed scope may incur additional fees.

2. Client Responsibilities

You are responsible for:

- Providing complete and accurate materials.
- Ensuring the originality, accuracy, and legal compliance of your content.
- Reviewing and approving all final changes before publication or submission.

Lucid Editing is not responsible for factual errors, legal issues, or outcomes resulting from the use of the edited work.

3. Timelines

Delivery timelines are agreed in advance and are dependent on:

- Timely receipt of materials.
- Prompt responses to queries or feedback.

Delays caused by late delivery of materials or feedback may result in adjusted timelines.

4. Fees and Payment

Fees are outlined in your quote or invoice and may be charged as:

- An hourly rate.
- A fixed project fee.
- Staged or milestone payments.

Unless otherwise stated:

- Invoices are payable within the timeframe specified on the invoice.
- Work may not commence until any required upfront payment is received.
- Late payments may incur additional fees or suspension of work.

All fees are in Australian dollars unless otherwise stated. GST is applied where required.

5. Cancellations and Refunds

If you cancel a project after work has commenced:

- You are responsible for payment for all work completed up to the cancellation date.
- Deposits are non-refundable once work has begun.

Refunds are not provided for completed work or change of mind.

6. Revisions

The number of revision rounds included (if any) will be specified in the agreed scope. Additional revisions or changes beyond this scope may be charged separately.

7. Intellectual Property

Upon full payment, all rights in the edited work belong to you.

Lucid Editing retains the right to reference completed projects in a general, anonymised way for portfolio or promotional purposes unless you request otherwise in writing.

8. Use of Artificial Intelligence

Lucid Editing provides thoughtful, human-led editorial services. Client manuscripts are reviewed, analysed, and edited solely by the Editor.

Lucid Editing does not upload, process, or input client materials into generative AI tools (such as ChatGPT or similar platforms) for editing, rewriting, analysis, or storage purposes unless explicitly agreed in writing by the Client.

All editorial feedback reflects the professional judgment, training, and experience of the Editor.

9. Confidentiality and Privacy

All client materials are treated as confidential and handled with care. Documents are accessed only for the purpose of providing Services and are not shared with third parties except where required by law.

Personal information is handled in accordance with applicable privacy laws and the website Privacy Policy.

10. No Guarantee of Outcome

While Lucid Editing aims to improve clarity, structure, and readability, no guarantee is made regarding publication, acceptance, grades, sales, legal compliance, or any specific outcome resulting from the edited work.

11. Limitation of Liability

To the maximum extent permitted by law, Lucid Editing's total liability under this Agreement is limited to the total fees paid by you for the Services.

Lucid Editing is not liable for indirect, consequential, or economic losses arising from the use of the edited work.

12. Australian Consumer Law

Nothing in this Agreement excludes, restricts, or modifies any consumer guarantees under the Australian Consumer Law that cannot legally be excluded.

13. Termination

Either party may end the engagement by written notice. You remain responsible for payment for all work completed up to the termination date.

14. Force Majeure

Lucid Editing is not liable for delays or failure to perform due to events beyond reasonable control, including illness, technical failure, or unforeseen circumstances.

15. Governing Law

This Agreement is governed by the laws of Australia. Any disputes will be handled in the applicable Australian jurisdiction.

16. Entire Agreement

This Agreement constitutes the entire agreement between you and Lucid Editing in relation to the Services and supersedes any prior discussions or understandings.

Acceptance

By engaging Lucid Editing's services, you confirm that you have read and agree to these terms.