

Upstate Proofreaders

Rates & Policies

Job Type	Turnaround Time	Rate/Page
Standard	49-72 hours	\$0.50
Rush/ Technical	25-48 hours	\$0.65
Expedited	24 hours or less	\$0.90

Policies

Files accepted in PDF format via email.

Turnaround time starts with my receipt of your email within my business hours:

7:00 a.m. to 6:00 p.m. Eastern Time

Invoices are emailed monthly on the 1st and are due within 15 days. Payment for a new client's first file is due on receipt of completed proofread file.

Payment methods accepted:

Zelle: margot.cox@gmail.com or
credit card or bank draft (ACH)