



Project Terms of Agreement

Edward Zellem Writers LLC

Create Proposal

To begin, we'll communicate by e-mail, phone, video conference, and/or in person, so I understand *exactly* what you want. I'm a quick study. Then I'll provide you with a personalized proposal and fee estimate specifically tailored to your idea or project. Then, *we write!*

Fee Guarantee

My fees come with a guarantee that I'll revise the content (up to two times) to make sure you're completely satisfied with the way it reads. This revision obligation shall be subject to the deadline section below.

Payment Terms

I'll invoice you for a 50% deposit of the total project fee up front, and 50% upon completion/ delivery of the project. I prefer to be paid by check, payable to "Edward Zellem Writers LLC." I will start upon receipt of the deposit.

Deadline

I'll work with you to determine a schedule for each action step outlined in the Proposal. The schedule will include designated response times for your review of each phase (such as message direction, keyword choices, content drafts, etc.) to stay on track. Services for which no response is provided within the prescribed time shall be deemed accepted.

Caveats

This project is a "work-made-for-hire" project, and you, the client, will own the work I deliver after the agreed-upon fees have been paid.

Although I make every effort to ensure that your copy complies with the law, I'm not an attorney. Therefore, you accept responsibility for the content validity, can submit the copy for legal review as you see fit, and are responsible for final validation of all copy.

You shall defend, indemnify, and hold Edward Zellem Writers LLC and me harmless from and against any and all claims, losses, damages, and expenses arising from or relating to the offer of goods, information, and/or services online or offline, or based on a claim that the content violates the laws, codes, regulations, or statutes of any jurisdiction.

Results

There are many factors in your effort — competition, product, market, price, list, demand, customer preferences, and major events — that I cannot control. Therefore, while I can and do guarantee your complete satisfaction with my marketing ideas, ethics, and writing, I cannot guarantee specific results. However, I **CAN** guarantee that you will be happy with what I produce for you!

AGREED:

[Client Company Name]

By: _____

Title: _____

Date: _____

Edward Zellem Writers LLC

By: _____

Title: _____

Date: _____