

Rae Crothers Proofreading

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Proofreading Rates:

Standard	\$0.40/page	72 hours
Rush	\$0.60/page	24-48 hours
Expedite	\$0.80/page	12-24 hours
Daily	\$1.00/page	less than 12 hours

Hours are based on business days, which are Monday through Friday. Weekends and holidays may incur rush or expedite charges.

\$0.10/page apply to work that is not scoped and nearly turn-in ready, with 80% or more pages returned.

The rates are for transcripts received in PDF format. Please contact me for rates to proof in Microsoft Word, against the audio in ExpressScribe, on paper, or with an errata sheet.

I return only the PDF pages containing corrections, which are highlighted in yellow and have red notes.

Please fill in the accompanying preference sheet so that I do not make corrections to a personal preference.

For transcripts that are 200 pages or longer, as well as rush and expedite jobs, please consider sending me sections of your transcript as they are completed. I can begin to read as you continue to work on the transcript.

Billing

I invoice under my legal name of Marie-Andrée Crothers the first business day of the month after the services are completed. Invoices are net 30 days. For new clients, invoices will be sent immediately after the job is completed and are payable upon receipt.

I accept payment via credit card, e-Transfer, TransferWise, wire transfer, PayPal, or any other agreed upon method of electronic transfer.

Agency discounts are available.

All rates current as of 12/01/2019 and are subject to change with notice.