

# Kelly Ann Butterbaugh

www.kellybutterbaugh.com

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Most prices are determined by pages. **One page = 250 words.** All work is done electronically in MS Word (.doc or .docx) or Acrobat (.pdf). Hard copy is available with extra fees.

***I hold the copyright on all of my materials.***

## General Editing/Revision

- Basic grammatical proofreading and correction: \$2 per page
- Stylistic editing, moderate revision, and/or severe grammatical correction: \$5 per page
- Reorganization and stylistic revision: \$10 per page \*\*  
*\*\*fact checking or additional research may be needed*

### discounts:

- For every 50 pages submitted take 5% off your total charge.
- On-going projects such as weekly or monthly newsletters, columns, or repeat assignments or large batch orders are subject to a discount.

## Ghostwriting Services

### Books

- introduction (provide text or information to establish a mood) \$40-\$90
- A chapter by chapter outline (for querying) \$35-\$50
- Editing/overlooking a one page publisher's query letter \$25
- Sample chapter based on your info \$90
- Help completing a publisher's proposal packet \$30-\$60
- \$30 per hour of work if organization and/or research is needed
- \$0.05 per word for writing services only

### Copywriting

- \$10 per page for catalog copy based on information provided (catalog copy, about me, or informational articles)
- \$15 per page for sales pitch
- \$0.05 per word for smaller projects
- \$40 for proposals (of moderate length)
- Informal announcements: \$7 per page
- 500 word newsletter articles on a given topic requiring no research: \$25
- 500 word newsletter articles on an undetermined topic or undeveloped topic: \$50
- resume and cover letter, fully formatted: \$35

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## Fact Checking and/or Research

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- All fact checking and research comes with full citations, including in-text notations and bibliographical information. I work with MLA, APA, Turabian, and Chicago documentation.
- Work is \$50 per hour.

## Photography

- \$10 per photo to be used for personal use
- \$25 per photo to be used for publication (includes personal webpages)
- Photos can be printed in wallet prints or poster sized prints as well as in a variety of formats. Please contact me for specific costs and postage for this processing. Otherwise, photos are delivered via CD or DVD in either .jpg or .tif format with a contact sheet.
- photos and writing can be combined for a package rate

## Hard Copy Fees:

- In addition to the work you request, there are additional fees if I must work with hard copy rather than digital files.
- If you are mailing me hard copy, you must pay for the return postage.
- If you are sending me digital copy that I must print and return, you must pay for the return postage plus \$0.50 per page that I print in black and white and \$1 per page in color. These will be printed in average resolution on copy paper. I do not offer professional printing services.

## Payment

- Half of the total or estimated total is due upon contract. The remainder is due upon completion. For large projects, a deposit is required as well as periodic payments with partial work submissions.
  - I provide invoices and receipts suitable for tax purposes. I report all income to the IRS.
  - I accept payment in the following formats:
    - business check
    - personal check (must clear before it is marked as paid)
    - US currency (please do not mail cash)
    - PayPal payments (a surcharge is added to cover all fees)
  - I rarely work in trade, though all offers are considered.
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