



Frequently Asked Questions

I stake my reputation on the satisfaction of my clients – narrators like you. I adhere to our agreed-upon schedule and deliver an audiobook that you will be proud to have bear your name.

What services do you provide?

I provide a *turn-key* audiobook post-production service. This includes

- Customized audio processing
- Proofing your narration against the text of your book or script
- Editing corrections seamlessly into your narration
- A professionally mastered audiobook that you can upload with confidence

What is 'customized audio processing'?

Customized audio processing is specifically tailored to your unique voice and recording environment to bring out the best qualities of your unique voice and meet your publisher's audio specifications.

What do I receive from you after you proof my narration?

When proofing is complete, we will send you a proofing package containing

- A spreadsheet detailing the lines that need to be re-recorded
- The manuscript PDF with lines to be re-recorded highlighted
- A voice match MP3 of your original narration of the lines you need to re-record to guide your delivery

How do you put my audiobook together for the publisher?

Your corrections are seamlessly inserted into your original recordings. Then I ensure your audiobook conforms to your publisher's technical specifications – file format (MP3, WAV, FLAC), audio levels, lead-in/lead-out silences, pauses for text breaks, and more.

What if the author or rights holder wants changes after I have paid you?

Once you have paid my invoice and I have delivered the audiobook, I will address free of charge any changes to correct errors that were not caught in proofing. Other change requests and charges will be handled on a case-by-case basis.

Let's get started! What do you need from me?

- The complete, final version of the book or script. PDF format is strongly preferred.
- Your narration, recorded as **punch-and-roll 16-bit 44.1 kHz mono WAV files**, one chapter per file. No alternate takes, false starts, or excessive gaps and pauses.
- Your research notes, including pronunciation research, errata, text changes, etc.



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I have a tight deadline. Will you keep to my schedule?

Before we start a project, you and I will work out a schedule that defines your recording and submission dates. We can often begin proofing your narration before you have finished recording the entire audiobook, which saves time.

How do you deal with schedule problems?

I follow the sage advice of a wise businessman (who happens to be me):

*"Tis far better to tell your clients you will be late,
than to let them find out for themselves."*

As soon as I encounter a problem that affects our agreed-to schedule, I will discuss with you how your project will be affected and how we can minimize the impact. I ask for the same clear communication from my clients and associates.

What are your rates?

I charge a competitive "per finished hour" (PFH) rate. Contact me to discuss your project and the cost of postproduction. Rates may increase based on

- The number of narrators performing the audiobook
- Difficulty involved in proofing and editing due to the number of errors
- Availability of narrator's research into pronunciations and changes to the written script
- The nature of the audiobook. Non-fiction, for example, usually requires more research than the typical work of fiction.

What are your payment terms?

When the master files for the audiobook have been prepared, I will email you an invoice for my work. The masters will be not released to you until I receive payment. I accept e-payment via PayPal and Zelle. Any fees charged by PayPal must be covered by the payer. If you must pay by check via US Mail, be sure to allow 5 to 7 days for delivery and the check to clear.

I recorded the corrections and uploaded them. When will I receive my completed audiobook masters?

I put high priority on completing the masters after receiving corrections. Often, the masters are ready on the day after I receive the corrections. After I receive your payment, I will upload the files to our shared Drive folder in a zipped file archive.