

Author Services Agreement

Read the terms, complete the fields, and sign on the last page.

Use this agreement after the manuscript assessment and written project summary are complete. All fields should be completed before signing or payment.

Project Information

Client legal name

Book title

Book language: English, French, or both

Word count

Service package

Total price

Deposit

Start date

Estimated completion date

Client email and phone

Author Services Agreement

1 Services

Crest Heaven will provide only the services listed in the attached project summary. Work not listed is outside scope and requires a written change, new price, and possible schedule change.

2 Client Responsibilities

The client must provide the complete manuscript and requested materials on time; confirm ownership or written permission for all text, images, quotations, names, and other materials; review deliverables carefully and return one consolidated revision list per included round; make final editorial, legal, factual, theological, and publishing decisions; maintain control of the client's own Amazon KDP or other publishing account; and pay platform charges, proof copies, author copies, advertising, and other third-party costs unless expressly included.

3 Payment

The total fee is \$[TOTAL]. A project reservation deposit of \$[DEPOSIT], applied to the total, is due at signing. For the Founding Author Special, \$250 is due at signing and the remaining \$250 before final files or KDP upload assistance are delivered. Work may pause when payment is late. "Nonrefundable" does not permit Crest Heaven to keep money for services not performed where applicable law requires otherwise.

4 Schedule and Client Delays

The schedule begins after receipt of the signed agreement, deposit, complete manuscript, and required materials. Dates are estimates unless expressly guaranteed in writing. After 14 calendar days without a response, Crest Heaven may pause and reschedule the project. After 30 calendar days without a response following written notice, Crest Heaven may close it. Restarting may require a new schedule and fee.

5 Revisions

The Founding Author Special includes one revision round. Other packages include the number stated in the project summary. A round means one consolidated list submitted at one time. New chapters, major rewrites, changed direction, or repeated piecemeal requests are additional work and require a written quote.

6 Rights and Portfolio Permission

The client owns the original manuscript and final book content, subject to third-party licenses. Crest Heaven owns its general methods, templates, checklists, and preexisting materials. Crest Heaven may not display the client's cover, excerpt, name, testimonial, or project details without separate written permission.

7 Publishing Account and Royalties

The client owns and controls the publishing account and receives platform royalties directly. Crest Heaven provides services and acquires no publishing rights, royalties, or ownership unless a separate written agreement expressly states otherwise. Crest Heaven does not keep or request the client's password; the client enters credentials privately.

8 No Sales Guarantee

Crest Heaven does not guarantee sales, profit, reviews, rankings, platform acceptance, bookstore placement, media coverage, or bestseller status. Platform decisions and market results are outside Crest Heaven's control.

9 Specialized Content

Crest Heaven does not provide legal, medical, financial, technical, academic, or other licensed professional review. A qualified independent reviewer may be required. Crest Heaven may pause or decline work that could cause serious harm, violate law or rights, or mislead readers.

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10 AI-Assisted and Generated Content

Crest Heaven may use software and AI-assisted tools for workflow support, brainstorming, or error detection, with human review. Crest Heaven will notify the client and obtain approval before intentionally adding AI-generated text, images, or translations to the book. The client authorizes truthful platform disclosures and must disclose generated material already present.

11 Confidentiality and Files

Crest Heaven will use reasonable care to protect unpublished materials and share them only as needed to provide services or as required by law. The client should keep independent backups. Unless otherwise agreed, Crest Heaven may delete working files 90 days after final delivery.

12 Cancellation and Refunds

Either party may cancel in writing. The client owes payment for completed work and authorized noncancelable expenses through cancellation. Crest Heaven will return amounts paid for unperformed work, less the valid reservation amount and earned fees, as allowed by law. If Crest Heaven cancels without client breach, it will provide completed work and refund unearned fees.

13 Approval and Errors

The client must review and approve final text, cover, metadata, pricing, and upload information. Crest Heaven will correct errors it caused and that are reported within 14 days after final delivery when within scope. Preference changes, new content, platform changes, or client-approved errors are additional work.

14 Independent Contractor and Entire Agreement

Crest Heaven is an independent contractor. This agreement, the project summary, and approved written changes are the entire agreement. Changes must be in writing and accepted by both parties. Pennsylvania law governs to the extent permitted, and the parties will first attempt good-faith informal resolution.

Acceptance and Signatures

By signing below, both parties confirm that they have read, understood, and accepted this agreement and the attached project summary.

☐ I have read and accept the terms of this agreement.

Crest Heaven LLC - authorized representative name

Crest Heaven date

Client - type your full legal name as your electronic signature

Client date

The typed signature shows the person's intent to sign. Each party should retain a copy of the completed PDF.