

# TypeRight, LLC's Terms of Service

## 1. ACCEPTANCE OF TERMS AND CONDITIONS

Contracting the services of TypeRight, LLC implies acknowledgment and acceptance of the company's terms and conditions, as detailed in this document.

## 2. CONFIDENTIALITY, OWNERSHIP, & COPYRIGHT OF SUBMITTED, EDITED, OR CREATED MATERIALS

Client documents are received and returned electronically. All clients must have a valid email address. Our clients retain sole copyright, ownership, intellectual property, and control over all materials submitted to us, including any documents subsequently created or developed by us and/or our editors. TypeRight, LLC and its editors assume no responsibility for the content and viewpoints expressed in the client's work. Unless given explicit permission by the client, TypeRight, LLC will not release any personally identifiable information, such as the client's name, email, website, or phone number, to any other party and will ensure that the client's document is only shared with the editorial staff of TypeRight, LLC.

While TypeRight, LLC is usually happy to be acknowledged by the client, in certain cases, we may request that neither the editor's name, nor the name of TypeRight, LLC, appear in the project. If requested, the client may not share, publicize, or promote the work that TypeRight, LLC and its editors performed on the client's project.

## 3. CONTENT OF SUBMITTED, EDITED, OR CREATED MATERIALS

Clients are reminded that breach of copyright and plagiarism are illegal. We assume no liability for the infringement of third-party copyright in the content of our clients' documents. It is the client's sole responsibility to properly research and include all acknowledgments and citations within their text. Furthermore, TypeRight, LLC is neither responsible nor liable for any damage to computer hardware, software, websites, content, or other assets arising from the distribution of computer viruses.

## 4. TYPERIGHTEDITING.COM'S RESPONSIBILITY

All documents are edited to a high standard. However, TypeRight, LLC provides no guarantee that the client's work will be free of errors. TypeRight, LLC does, however, guarantee that they will re-edit their client's original document at no cost should the client locate and specify an unreasonable number of errors or omissions after the initial editing services.

The company is not liable for incidental, indirect, consequential, special, punitive, or exemplary damages of any kind, including loss of revenues or profits, loss of business or reputation, or loss of data in any way related to this service. TypeRight, LLC is not responsible for any claim, loss, or injury based on errors or any other inaccuracies appearing on our site or in our clients' written documents.

All of our contracted editors provide the best possible service to the best of their ability and cannot guarantee that the written documents are "perfect" or "without error." The depth of editing provided will vary based upon the editor, the level of services contracted, and the magnitude of instructions provided by the client while placing their original order.

## 5. INDEMNIFICATION

Clients agree to indemnify and hold TypeRight, LLC, its subsidiaries, affiliates, agents, employees, contractors, owners, and officers harmless from any claim, including reasonable attorney's fees, or any claim that may be made by any third party due to or arising from use of the site, services, or products; violation of the terms and conditions by the client; or infringement of any intellectual property or the rights of any person or entity by the client.

## 6. RETURNS / REFUNDS / CANCELLATION POLICY

Clients acknowledge and agree to our refunds policy, which clearly states that all editorial and consulting services are performed to the best of our abilities, begin immediately upon ordering, and will be rendered on their behalf in good faith.

Cancellation of editing services must be submitted in writing via email. Phone calls, voice/chat messages and/or standard post/letters will not be acknowledged as formal cancellation.

Upon receipt, TypeRight, LLC will contact the assigned editor to cancel the project and to immediately discontinue editing services. Upon successful discontinuation/cancellation of editorial services, TypeRight, LLC will then contact the client within 24 hours and notify them of their editing status. Editing service charges will be calculated and retained according to the degree of services provided, if any, by the editor prior to receipt and successful cancellation of the client's service request. Services already performed by the editor will be delivered, along with the remainder of the payment for the services not fulfilled due to cancellation.

No returns, service credits, or refunds will be issued for editing services ordered and completed by our editors and consultants. All fulfilled services are electronically transferred via email to the client's originally submitted email address. We are not responsible for any inaccessibility, including but not limited to lost passwords, email submission errors and/or failed transmissions.

This policy applies to orders placed online and paid via credit card, debit card, direct deposit, Square invoice, international wire transfer, or PayPal. Please note that we do NOT accept money orders, paper checks, or job orders delivered via standard post. All transmissions and orders must be placed electronically. Successfully transmitted orders will be acknowledged with a formal receipt by email within 24 hours of receipt.

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## 7. REQUESTS FOR RE-EDITING

Clients agree to resolve any questions, concerns or disputes regarding the quality of their completed editorial services by formally submitting a written request for a re-edit. This request for a re-edit must specifically outline all questions, concerns, and/or possible editorial errors or omissions so that TypeRight, LLC's editors may clearly address, respond to and/or correct the areas of concern on the client's behalf as quickly and professionally as possible.

A client's request for a review and re-edit applies only to their original text and will be edited according to their original written instructions. Corrections consist of any grammar, spelling, punctuation, editorial changes, or possible mistakes within the final edited work returned to the client by TypeRight, LLC. Thus, it does not include any additional re-editing, changes, additions, or alterations made by the author/client after delivery of services. (That would create a new document and require a new editing project to be ordered.) TypeRight, LLC will acknowledge receipt of the client's request for a review and begin immediate re-editing within 24 hours.

## 8. CLAIMS OF MISREPRESENTATION

The editing services described within our website are open guidelines for the client to determine their specific editorial needs. As each project, editor, document, and client is unique, TypeRight, LLC will provide the services based upon the unique instructions specifically outlined by the client when originally placing their order. Under no circumstances is it TypeRight, LLC's intent to mislead or fraudulently portray the services provided. All efforts are made to honestly describe and provide the services described within our website. Therefore, we offer all client's professional consultation and free editing samples prior to placing an order.

## 9. MODIFICATION OF TERMS & CONDITIONS AS DISPLAYED ON TYPERIGHTEEDITING.COM'S WEBSITE

The terms and conditions contained herein may be amended, altered, or revoked at any time, for any reason and without notice.

Contact information:

Email: [editors@typerightediting.com](mailto:editors@typerightediting.com)

Submit all questions, concerns and/or disputes in writing to the above. Please note that we are an online company that conducts all transactions and communications electronically. Please do not submit formal mail to our street address. This will cause significant delay and undue stress in receiving quick and efficient communication.