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Book Editing By Castelane

Thank you for entrusting your book editing to Castelane. We look forward to working with you to polish your manuscript until it shines. Here is some information about our editing process.

Whether you opted for the developmental edit, line edit or proofread, we’ll be working with track changes in Word. If you are unfamiliar with how to use track changes, please let us know.

When we send you the edited document, we’ll be glad to answer any questions about the edits and go over any passages that you feel need additional work. However, the nature of developmental and line edits means that extensive changes may be needed on your part once we’re done. We always suggest a proofread with a second editor after you have made your changes (it’s always better to have multiple eyes go over a manuscript). But don’t worry. We’ve got you covered with several editors on staff. Please visit the Proofreading page to order your final proofing.

**Your payment structure will be as follows:**

Proofreading: Deposit payable when ordering. Remainder due when edits delivered.

Developmental and Line Editing: Deposit payable when ordering. 1st 50% of remainder due when first edits delivered. 2nd 50% of remainder due when final edits delivered

Fill out the questionnaire below and return it to [admin@castelane.com](mailto:admin@castelane.com) along with your manuscript in one of the following formats (.doc, .docx, .rtf, .txt, .pages). And please let us know if you have any questions.

**Book Information**

Contact name:

Contact email:

Book Title:

Author’s name as it should appear on the cover:

Genre:

Are there any specific issues you would like the editor to focus on?