

AUTHOR / GHOSTWRITER AGREEMENT

Client / D, Mark Griffin

This agreement ("Agreement") is between the client, henceforth referred to as "Author," and D. Mark Griffin, henceforth referred to as "Ghostwriter," and is executed this dateth day of month, year.

Cost for Manuscript. Author and Ghostwriter are entering into this Agreement for the purposes of completing a book manuscript, approximately 200 - 300 pages*, herein referred to as the "Work." If the Work is less than 200 pages (105K words) with minimal research (under 20 hours), the total writing cost will be \$12,000 (not including approximately \$3,000 expenses). If the Work is over 220 pages, up to 300 pages, or if the author requires a "rush job", the final invoice will total up to, but not exceed, \$15,000. (All funds in CDN dollars, payable by bank transfer to agreed email. *pages are Helvetica 12 pt. font, double-spaced for the Work. (c. 525 words/page)

As such, Author and Ghostwriter agree to the following provisions:

Method. In order to accomplish the Work an agreed upon outline shall be established. Ideally, the author will establish the outline himself / herself to best reflect the context, content, heart and vision of the author. Should the author acquire assistance with this step, the Ghostwriter may furnish an outline for **an additional \$2,500**, including research, informational gathering and organization, collating of materials and editing.

In order to further the Work, the Ghostwriter will initially meet with the Author for approximately 30 hours for a "writing retreat" (WR) in WEEK, MONTH to gather source materials based on question and answer sessions, dialogue and discussion in keeping with the outline. Revisions to the suggested outline may or may not be necessary to advance the Work. Sessions during the WR will be digitally recorded by the ghostwriter and transcribed into documents at the expense of the author.

Further to their initial meeting, the Author agrees to promptly, systematically and regularly review current editions of the Work for edits, additions, suggestions and proof-reading by the author or his/her designate(s).

The Ghostwriter will collate the source material, research and ghostwrite the Work in approximately 150 - 200 hours through the month of _____.

Plagiarism. The Ghostwriter agrees that all Work created for Author is his/her own unique work, and does not borrow from any other copyrighted work, unless duly cited and credited in proper academically accepted fashion.

Deadlines. The Ghostwriter will have a first draft done by Month, Day, Year, submitted to the Author for 6 days for proof reading, editing and any suggested corrections or re-writes (from the Author and any of his/her "team" [family, friends, English teachers, editors etc.]). That first draft, will be returned to the Ghostwriter within 6 days **in ONE document** (by Month, Day, Year,) who will incorporate those changes into the Work, then called the "2nd draft" of the Work. The Ghostwriter will finish that second draft by Month, Day, Year. The Author may, in the future, seek additional (ideally professional) editorial assistance if he/she so desires for further drafts, at his/her own expense.

Expenses: (Totalling approx. \$3000) 1. TRANSCRIPTION - The author agrees to pay for fees for the original WR recordings to be transcribed to workable written documents (approx. between \$800 and \$1200 CDN). 2. WRITING RETREAT - The author also agrees to pay the expenses of the writing retreat, for himself/herself and the ghostwriter (Approx. \$175 per night, per room and \$50 per day, per person for food plus applicable taxes). Plus any applicable flights and/or transfers. 3. BOOK COVER - If the author requires a book cover for the book, an experienced professional cover designer will be retained and work

delivered for no more than \$500. If the author wishes to increase expenses for more elaborate accommodation, meals or location, that is entirely at the discretion of the author.

Payment. Payment (\$12,000) for the Work will be delivered according to the following schedule:

(Separate from Expenses) Writing costs:

Deposit by Month, Day th , Year	\$2500
Writing payment, Month day th , Year	\$4500
Mid-point payment, Month day th , Year	\$5000
Final payment, Month day th , Year	\$0 - \$2000 to be determined as per above

Finished Product. The final product will be a “book” manuscript in the following formats: i. Vellum formats ready for e-publishing on Kindle, Apple Books, etc. ii. a Word document and iii. a PDF (ii and iii may be required for local printing).

Royalties. Recognizing that this is a significantly discounted project, the Ghostwriter will be entitled to royalties of \$2 per book for the first 10,000 books, where the Ghostwriter will receive monthly verified publisher from the Author to report sales. Any further sales beyond 10,000 books or any contractual publishing deals will be negotiated either as a reasonable lump sum payment to the Ghostwriter or a smaller percentage of the per book rate. Subsequent royalty payments will be made as verbally discussed within a month of the author being paid by his/her publisher.

Copyrights. The Author will exclusively own the Work, including any copyrights and sale or distribution rights, unless a further per book percentage / royalties are negotiated.

Credit. Credit for the Work will be primarily attributed to the Author; he will be the first recognized credit on the book cover, or anywhere internally in the Work. In smaller font, the author agrees to give credit to the Ghostwriter in such fashion “By **Author**, with Mark Griffin”.

Confidentiality. The Ghostwriter acknowledges that he will have access to certain privileged information during the course of this project. The Ghostwriter agrees to keep all information and his involvement in the project confidential from any and all third parties, during and after the course of this project. Likewise the Author agrees to maintain confidentiality regarding other confidential clients of the Ghostwriter.

Termination. The Author will have the right to terminate this Agreement at any point upon reaching mutually agreeable terms of remuneration with the Ghostwriter. Should the Author terminate the Ghostwriter's services, the Author will be required to pay the Ghostwriter for appropriately time completed work (i.e. mid-point, or end of December) according to the provisions outlined in the "Payment" section of this Agreement above. Similarly, Ghostwriter will have the right to end this Agreement at any point upon fulfilling mutually agreed sections of work (i.e. mid-point, or end of December expectations).

The Author and Ghostwriter agree to the above terms, and undersign here to that effect.

Author Name

D. Mark Griffin
Ghostwriter Name

Author Signature

Ghostwriter Signature

Date

Month dayth, year
Date