

## Welcome to our "Second Set of Eyes" program.

Editing and writing services for businesses.

Whatever the nature and size of your business, you're competing in a world where every word counts. In every document you produce you need just the right language, stated in a clear and compelling way to communicate effectively with management and staff, your customers, contractors, lenders and investors.

A well-written piece can make the difference between getting your point across or not, between success and failure. This is where we come in. Send us material that you've been using or a draft document. We'll take a look and give you detailed, helpful comments that will make it even better.

We are not a proofreading service. We do "messaging." For all manner of marketing, administrative and operational materials, we're the people you hire to make sure you communicate the points you're trying to make in an interesting and convincing way.

Yes, we'll mention typos and grammatical errors if we find any, but that's not who we are. We're *Writeaway*. What we do is use words to help our clients sell themselves, their ideas, their plans and their products and services. In short, we're a company of writers and editors that help our clients communicate more effectively.

Just writing something isn't enough. Your materials have to be well-written or you're wasting time, money and, quite possibly, making the wrong impression.

How does our "Second Set of Eyes" program work? It's simple. You send us the copy you'd like us to review. Could be a draft of something you've written or that was written by a contractor for you. We'll read it and give you detailed notes, comments and suggestions that will significantly improve the effectiveness of your piece. ... And if you need us to write something for you from scratch, we do that too.

**Pricing.** We price our services to take into account, not just the scope and duration of the engagement, but also what you can afford. How do we charge for all this? We charge either by the engagement or on a subscription basis for a modest monthly fee that's affordable to even smaller and startup companies. In fact, subscriptions for our "Second Set of Eyes" services begin as low as just \$100/month – depending upon our estimate of the hours your work will require. And, because it's our nature, we always give our clients more hours than they're buying.

Why don't we charge by the hour? Two reasons. For one thing, every engagement involves a unique mix of creative writing, editing, thinking, research and interaction with our clients. In other words, every hour we work isn't the same. Far from it. And because, honestly, we want the flexibility to charge different corporate clients differently – depending upon what they can afford and precisely what we've been hired to do.

Interested? Contacting us by phone or email doesn't cost you a dime. And we'll edit the first



document you send us – up to 5 typed pages or 1000 words – **for free**, just to prove to you that our services are what we've promised them to be. Depending upon the scope of the project, every piece on which we work is reviewed by at least two Writeaway writers/editors before it is released to our clients.

It's not just about you hiring us and then we'll get back to you. No. You and *Writeaway*? We're a team. We work with you and your staff to develop superior products. At their best, successful writing and editing are collaborative activities.

We work for businesses of all sizes, for startups and longestablished companies. No matter who you are, we'll work like crazy to help you, with energy, expertise, creativity, integrity and

kindness. Our only restriction is that we will refuse work, the content or objective of which is problematic. If you think you have to be mean or untruthful to succeed, you don't and, in any case, we're not going to help you.

Needless to say, if there are any conflicts of interest, we'll disclose them immediately. And everything you send us, everything about our relationship, even including the fact that we have one, is strictly confidential.

Thank you for reading about our "Second Set of Eyes" program. We're looking forward to hearing from you and to helping you improve the quality and power of how your company communicates.

## Writeaway

Surprisingly responsive and affordable writing and editing services, based in Columbia, Maryland. Serving business, non-profit and political clients throughout the mid-Atlantic states.

Email us at Contact@Writeaway.us. Call us at 443-844-3160.



Feel free to visit our website, Writeaway.us.

And be sure to ask about our writing and editing services for non-profit organizations and political campaigns.