

## BOOTH READY — SERVICE AGREEMENT

This Agreement is between **Mike Vendetti** (operating as Booth Ready Narrator Scripts, Florence, Colorado — the "Provider") and the client identified below (the "Client").

### 1. Scope of Work

Provider will prepare a Booth Ready audiobook prep package for the manuscript supplied by Client. The package consists of five Word (.docx) documents: (a) Narrator Script — full text, color-coded by speaker, with inline phonetic markup; (b) Pronunciation Guide; (c) Character Sheet; (d) Chapter Synopsis; (e) Author Questions list. Source manuscript wording is not altered — only annotated for booth use.

### 2. Price & Payment

Flat fee: US \$99 per book, any length, any genre. Client receives a free Chapter One preview before any payment is owed. Payment is due upon Client's written approval of the preview, payable by PayPal to mike@anumber1.com. No retainer, deposit, or recurring fee.

### 3. Turnaround & Delivery

Chapter One preview: returned within **3–5 business days** of receiving the manuscript. Full five-document package: delivered within **5–7 business days** of preview approval and payment. Delivery is by password-protected Dropbox share link that expires 30 days after issue. Delays caused by author response time on the Author Questions list are not counted against turnaround.

### 4. Manuscript Rights Warranty

Client represents and warrants that Client is the author or the legally authorized rights holder of the manuscript, and has full authority to engage Provider to prepare derivative production documents from it. Client further warrants that the manuscript does not infringe any third-party copyright, trademark, or right of publicity. Client agrees to indemnify and hold Provider harmless from any claim arising from a breach of this warranty.

### 5. Intellectual Property

Client retains all rights, title, and interest in the underlying manuscript. Upon receipt of payment, Provider grants Client a perpetual, worldwide, non-exclusive license to use the five deliverable documents for audiobook production, narration, and related promotion. Provider retains the right to reference Booth Ready prep as a service offering and to display anonymized excerpts in marketing materials unless Client opts out in writing.

### 6. Confidentiality

Provider treats the manuscript as confidential. Manuscript content is not shared, published, resold, or used for any purpose other than producing the deliverables under this Agreement. Confidentiality terms — including AI processing consent — are set out in the accompanying Non-Disclosure Agreement, which forms part of this engagement.

### 7. Data Retention

The source manuscript and all working files are deleted from Provider's active storage within 30 days of final delivery. A single archival copy of the deliverable package (not the source) may be retained for an additional 30 days to handle re-delivery requests, then permanently deleted on the first Monday of the following month.

### 8. Cancellation & Refunds

Client may cancel at any time before payment with no charge. Once payment is made, the project is considered in production and the fee is non-refundable; however, if Provider has not yet begun the full-book script formatting (the most time-intensive step), a 50% refund is available on written request within 48 hours of payment.

### 9. Governing Law

This Agreement is governed by the laws of the State of Colorado, USA. Any disputes will first be addressed by good-faith discussion; unresolved disputes will be subject to the jurisdiction of the courts of Fremont County, Colorado.

**Signatures**

*By signing below, both parties acknowledge they have read, understood, and agreed to the terms of this Agreement and the accompanying NDA & AI Processing Consent. Electronic signatures are accepted and have the same legal effect as handwritten signatures under the federal E-SIGN Act (15 U.S.C. §7001) and Colorado UETA (C.R.S. §24-71.3-101 et seq.).*

\_\_\_\_\_  
Client signature · date

\_\_\_\_\_  
Mike Vendetti — Provider · date

**Project:** \_\_\_\_\_

**Client name & email:** \_\_\_\_\_