

Let's Seize The Future.Today!

E-mail: [course@nanomems-research.com](mailto:course@nanomems-research.com)

**Technical Writing Service Agreement**

Choose One: \_\_\_\_\_ Tasks #1) We proofread your paper and provide you with recommendations to improve its readability and clarity. The recommendations are performed and indicated on your paper with "Track Changes" ON in MS Word.

**Task #1 Flat Fee: \$USD500**

\_\_\_\_\_ Tasks #2) We translate your engineering/scientific paper from English-to-Spanish or Spanish-to-English.

**Task #2 Flat Fee: \$USD1500**

**How to Order Service:**

1. Please, fill out the information below.

I, Print Customer Name: \_\_\_\_\_

Affiliation: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_

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Number of 2-column formatted printed pages in the paper (Font: Times New Roman, 10 pt size): \_\_\_\_\_

"Rush" Service? (Yes/No): \_\_\_\_\_

Date Reviewed file is Desired: Month: \_\_\_\_\_ Day: \_\_\_\_\_ Year: \_\_\_\_\_

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2. Please, read and sign **Terms and Conditions** on page #2.

3. Payment Options: The only acceptable forms of payment are credit card online, or bank-to-bank electronic fund transfer (with bank charges paid by customer).

4. Payment Instructions (Choose one method of payment):

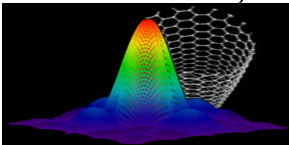
\_\_\_\_ **Payment by Credit Card Online:** Upon completing and signing this form, scan it and e-mail it together with your paper in **BOTH MS Word and pdf** formats to: [course@nanomems-research.com](mailto:course@nanomems-research.com); and we will e-mail an Invoice to you at your e-mail: \_\_\_\_\_. Upon opening the e-mail, click on "View and Pay Invoice" to pay Online.

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**NOTE: This form is legally binding only AFTER the Terms and Conditions below are signed by Customer and by the US Company Representative.**



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**Terms and Conditions:**

1. **The regular turn-around time is one week from receipt of payment.**
2. **If you indicate a “rush” job, the rate will be \$USD750 (Task #1) or \$USD1750 (Task #2), and “best efforts” will be made to finish the job “as soon as possible.”**
3. **Nature of the Tasks:**
  - a. **Task #1:** Our work will focus on making recommendations for correcting the paper organization and text/grammar. We will **NOT** engage into modifying the paper graphics/artwork, e.g., redrawing, resizing, repositioning, etc., except to point out, if needed, how to improve their quality and impact.
  - b. **Task #2:** Our work will focus on performing the desired translation of the paper “as is”. We will **NOT** engage into reviewing/modifying paper format, organization, graphics/artwork, etc.

**Customer Name:** \_\_\_\_\_

**Address:**  
\_\_\_\_\_  
\_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Print Name:**  
\_\_\_\_\_

**Signature:**  
\_\_\_\_\_

**Company Name:** NanoMEMS Research, LLC

**Address:** 4000 Barranca Pkwy, Suite 250  
Irvine, CA 92604 USA

**E-mail:** [course@nanomems-research.com](mailto:course@nanomems-research.com)

**US Company Representative Name:**  
\_\_\_\_\_

**US Company Representative Signature:**  
\_\_\_\_\_