

CPC Official Release Form

Return to CPC
**ERROR & AUTHOR
CHANGE POLICY**

Errors on the part of CPC will be corrected free of charge. We do proofread our work, however, **FINAL PROOFREADING IS THE RESPONSIBILITY OF THE CLIENT**, who will be required to sign a release upon completion of a job, **and clients doing business with CPC via the Internet will be asked to return one-half of the form postmarked in 10 working days upon receipt of the work.** After that 10 day period, the work will be considered by CPC to have been accepted by the client. Any client changes after the release is signed will be charged for all work in which the changes appear. No additional payments will be required for changes necessary to conform to the original assignment description. The client shall offer CPC the first opportunity to make any changes. **Everyone doing business with CPC must agree to the CPC Terms and Conditions, regardless of whether they are ordering online, meeting CPC personally or by electronic or written contract with CPC. All materials must be provided by the client prior to the start of a job - no exceptions. All material must be presented at contract signing time. Updates during initial work are subject to additional charges.**

CPC GUARANTEE FOR ALL WORK

Computer Publishing Concepts unconditionally guarantees all work, in accordance with the Error and Author Change Policy stated above. However, if the customer is not satisfied for whatever reason, the customer is entitled to a refund (**non-refundable deposits are not included**) up to 30 days after the work is performed and the release is signed. This refund is available for both those seeing CPC personally and those purchasing CPC's services over the Internet and covers all services performed by CPC.

Individual
or Company
Name: _____

Authorized
Signature: _____

Date: _____

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Client Copy
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