

MAINE-LY TRANSCRIPTION PRICING

Standard Turnaround (2 to 5 business days)

\$75 per audio hour for an *un-proofread transcript.

\$100 per audio hour for **proofread transcript.

\$125 per audio hour for a ***fully edited transcript.

Expedited Turnaround (within 2 business days)

\$100 per audio hour for an *un-proofread transcript.

\$125 per audio hour for a **proofread transcript.

\$150 per audio hour for a **fully edited transcript.

Rush Turnaround (within 1 business day)

\$125 per audio hour for an *un-proofread transcript.

\$150 per audio hour for a **proofread transcript.

\$175 per audio hour for a ***fully edited transcript.

Super-Rush Turnaround (within 12 hours)

\$150 per audio hour for an *un-proofread transcript.

\$200 per audio hour for a **proofread transcript.

\$250 per audio hour for a ***fully edited transcript.

Clean Read: The above prices reflect our standard clean-read transcript, which involves transcribing what is spoken, but without the false starts, ums, uhs, stutters, etc., which make a document difficult to read. We may also make minor grammatical corrections (at no extra charge) to improve the clarity and flow of your document, while preserving the meaning.

***Un-proofread:** Transcriptionist proofs as he/she types, researching terms and using spellchecking software, but the document does not get a separate proofing against the audio. This style may be ideal for transcripts that will be edited by the client.

****Proofread:** Transcriptionist proofs as he/she types, researching terms and using spellchecking software, but the document also gets a separate proofing against the audio. This is the most popular style of transcript.

*****Fully Edited:** Transcriptionist proofs as he/she types, researching terms and using spellchecking software, but the document also goes to an editor who re-listens to the entire audio file, while reading along with the transcript, for complete accuracy and clarity of content. This style may be ideal if the transcript will be shared with others, especially customers.

NOTE: The above pricing is based on good-quality recordings. Additional charges may apply for difficult-to-hear audio or extensive formatting requests, as it is significantly more time consuming to create a quality product under these circumstances.

Please be assured that if we feel your project may incur an additional fee for any reason, we will always notify you and get your go-ahead first.

Verbatim: For transcripts that include all ums, uhs, false starts, along with non-verbal communication such as laughter, pauses, etc., please add 25% to the above pricing choice that best fits your needs. This style may be ideal for research and analysis or for legal purposes, but may be cumbersome to read. For example, for standard turnaround of a proofread, verbatim transcript, the cost would be \$125 per audio hour.

DISCOUNTS AVAILABLE:

NOTE: Billing is done on the 1st and the 15th of each month, so a billing cycle is from the 1st to the 15th and from the 16th to the last day of the month.

Extended Turnaround:

If quick turnaround is not a requirement for your project, this may be a suitable option. We offer a 10% discount off any of our pricing options when you choose a turnaround of 7–10 business days, rather than the standard 2–5 business days.

Volume:

With a standard turnaround of 2–5 business days, more than **5 hours** of audio in one 14-day billing cycle = **5% discount**.

With a standard turnaround of 2–5 business days, more than **10 hours** of audio in one 14-day billing cycle = **10% discount**.

Volume + Extended Turnaround:

With a turnaround of 7–10 business days **AND** more than **5 hours** of audio in one 14-day billing cycle: **15% discount**.

With a turnaround of 7–10 business days **AND** more than 10 hours of audio in one 14-day billing cycle: **20% discount**.

Non-Profit/Student: 10% discount.

NOTE: Discounts may not be combined to exceed 20%.

CONTACT US:

Phone support is available Monday-Friday from 8 a.m. to 6 p.m. EST, with limited support nights, weekends and holidays.

Phone: (207) 576-9598

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Thank you for your interest in Maine-ly Transcription. We look forward to hearing from you!



Jodi A. Bolduc, Owner