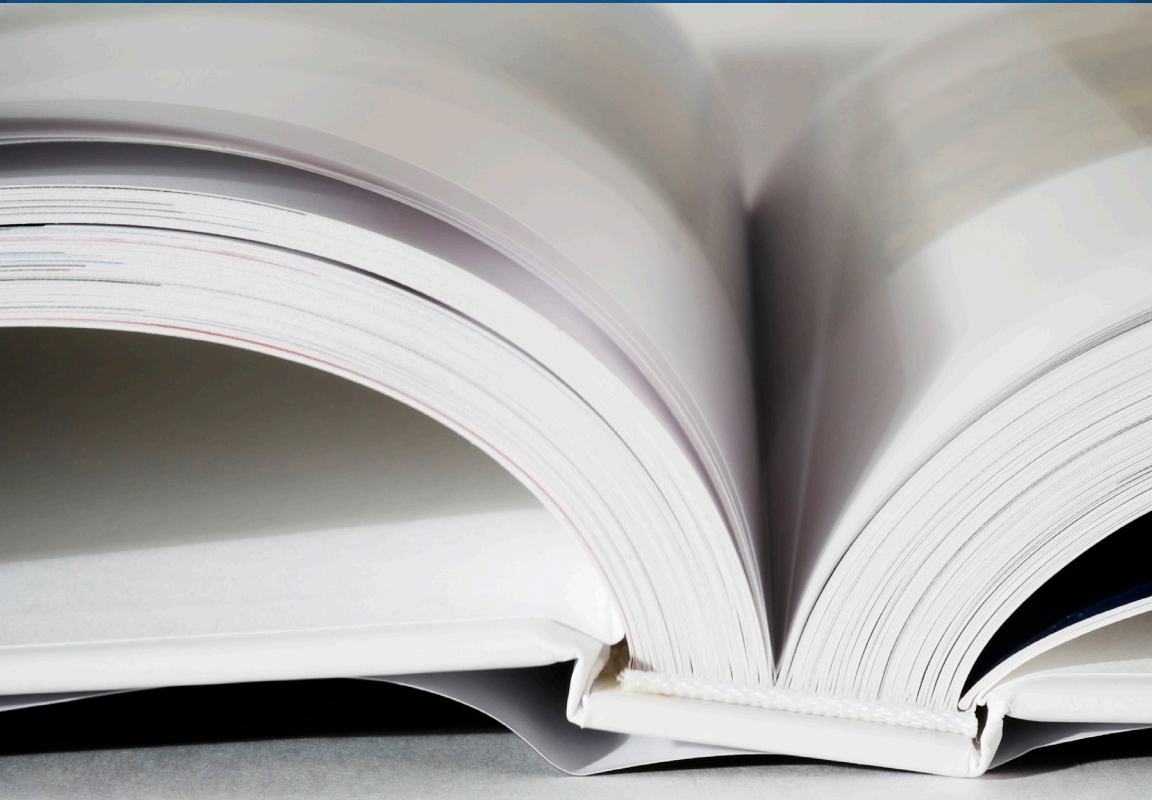


**LOOKING FOR A
PRO LAYOUT DESIGNER**



**WE ARE
MADE
FOR
EACH
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AT MARQUIS ATELIER GRAPHIQUE, YOU CAN COUNT ON A HIGHLY SKILLED AND EXPERIENCED TEAM.

With over 50 years of expertise in book design, we are fully committed to supporting your projects and consistently strive to exceed your expectations by finding solutions tailored to your needs. Our team manages every aspect of your project with diligence, precision, and unwavering dedication.

**OUR TEAM IS WIDELY
APPRECIATED FOR
ITS APPROACHABILITY
AND CLOSE-KNIT
COLLABORATIVE SPIRIT.**



BASIC SERVICES

LAYOUT

The layout of your manuscript is designed to enhance readability and ensure harmonious presentation of its content. Our team of experienced professionals handle this stage with care and precision. Pricing varies according to the complexity of your project and the services required, for example, the presence of photos, grids, or extensive dialogues

The layout of your manuscript (Word format) is done with specialized software, Adobe InDesign. Why use InDesign rather than Word? Simply because InDesign is a professional page layout tool, whereas Word is a word-processing tool that does not easily support the advanced formatting steps required for a book. InDesign consolidates all project data, fonts, images, etc. into a single folder that will display consistently on any system. This uniformity is essential if a publisher acquires the rights to your book, as they can immediately use the InDesign file to create a new version efficiently.

Although InDesign is a great software for layout design, it remains a professional and costly software. For this reason, your proofs will be provided in PDF format, readable on any computer using the free Adobe Reader application.

MODIFICATIONS AND CORRECTIONS

Throughout the book layout process, our team works closely with you and remains attentive to your needs. Once the layout is completed, we will provide you with a first proof of your book in a PDF format for review and approval. At this stage, you may submit any requested modifications or corrections. A second proof will then be issued for final approval.

PERSONALIZED SUPPORT

Our team provides dedicated, personalized support and remains available to assist you throughout every stage of your book's the layout process.

FINAL PDF FOR PRINTING

Upon completion of the project, you will receive a final PDF that fully complies with professional printing standards.

TIP: Before approving the final PDF for printing, we strongly recommend reviewing your book carefully in its entirety and correcting any typographical errors. Printers are not responsible for such errors, and changes made during the printing process may result in additional costs.

OPTIONAL SERVICES

PROOFREADING OR LINGUISTIC REVISION

After dedicating significant time to your manuscript, it can become challenging to identify remaining errors. The expertise of a professional is invaluable in this stage, ensuring thorough review and correction of spelling, grammar, and syntax.

CUSTOM COVER

Our professional graphic designers will create a bespoke cover for your book, utilizing an image or photograph of your choice. The cover will include all key details, such as the author's name, book title, and descriptive text.

CREATION OF YOUR BOOK IN DIGITAL FORMAT

We place a strong emphasis on innovation and emerging technologies, enabling our clients to benefit from the latest advancements. As part of the layout process for your printed book, we offer the creation of a digital edition in both PDF and EPUB formats. The EPUB format is specifically designed for optimal reading on e-readers and smartphones, and other digital devices.

PRINTING

Marquis Book Printer is the pioneer and industry leader in book printing for all types of editions. As such, we are able to provide fast, high-quality printing services. Our state-of-the-art equipment and highly experienced team guarantee excellent results at competitive prices.

YOUR RESPONSIBILITIES

Marquis Atelier graphique is not a publisher, distributor, or wholesaler. Our role is therefore limited, and certain aspects of the publishing process remain your responsibility. Please note that we do not provide services in the following areas:

- Making editorial decisions regarding your manuscript
- Obtaining an ISBN
- Promoting your book
- Managing the distribution of your book, whether in print or online, through bookstores or other sales channels.



THE PROCESS

Marquis Atelier graphique brings your project to life through a seamless, structured, and highly efficient creative process.



YOU

- Final manuscript
- Photos and/or illustrations
- Steps taken to obtain the ISBN(s)

US

- Text proofreading service
- Language editing service

DELIVERY OF THE MANUSCRIPT



WE

- Delivery of sample pages including character design, front matter, and chapter opening recommendations
- Proofreading of sample pages

YOU

- Description of the desired visual
- Checking the template pages and requesting adjustments, if needed
- Approval of the template pages

SAMPLE SETTING



WE

- First proof: book layout

YOU

- Proof review

FIRST PROOFS



WE

- Second proof: correction of your book

YOU

- Approval of the proof

SECOND PROOFS



WE

- Prepare and send the PDF files to the printer

YOU

- Final check and approval of the file prepared by the printer

PRINTING

FAQ

WHAT MATERIALS ARE REQUIRED TO PRODUCE MY BOOK

To ensure a smooth and efficient production process, we recommend preparing the following materials in advance for your book layout:

- Your manuscript in Word format
- A summary of your book (maximum 800 characters, including spaces)
- Your author biography (maximum 800 characters, including spaces) along with a photograph (optional)
- A photograph or image, free of copyright restrictions, for the book cover

CAN CHANGES BE MADE TO THE PROOFS

If you wish to request any changes or corrections, you may either annotate them directly on the PDF provided by email using on-screen markup tools, or print the PDF, mark corrections by hand, scan the relevant pages, and return them to us by email.

CAN CHANGES BE MADE AFTER THE FINAL PROOF?

Final corrections may still be made prior to printer approval, subject to an additional fee. Once the final proof has been approved, no further modifications will be possible.

WHAT PAYMENT METHODS ARE ACCEPTED?

We offer the following payment options for our services: credit card, Interac e-Transfer, or Bank transfer

