

# Audiobook Narration and Production Agreement

**Brian H. Keene**

*“Simul Prosperamus”*

**THIS AGREEMENT** is made and entered into this [Day] \_\_\_\_\_ day of [Month] \_\_\_\_\_, 2026,

**BETWEEN:**

\_\_\_\_\_ [Client Name / Author or Publisher Name]

\_\_\_\_\_ [Client Address]

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ [Client Email]

\_\_\_\_\_ [Client Phone]

Brian H. Keene Narrator/Producer

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Email: [KeeneFx@yahoo.com](mailto:KeeneFx@yahoo.com)

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A. the Client wishes to engage the Narrator to narrate and produce an audiobook version of the Client’s manuscript.

**IN CONSIDERATION** of the mutual promises and covenants herein, the parties agree as follows:

## **1. Services**

The Narrator agrees to provide the following services for the audiobook titled

\_\_\_\_\_ “[Book Title]”

By \_\_\_\_\_ [Author Name]:

- Full narration and performance of the manuscript in English.
- Production including editing, mastering to industry standards: (Sample Rate 44100 Hz, Bit Rate Constant, Quality 320 Kbps, Format MP3).
- Inclusion of Dedication, Acknowledgments, Prologue, Epilogue, Opening/Closing Credits.
- One retail audio sample (1–5 minutes) for marketing.
- One full revision round per chapter/section.
- Recordings will be free of keyboard and mouse clicks and excessive mouth and breath sounds.

## 2. Production Schedule

Production to commence on or about \_\_\_\_\_ [Start Date]. Fifteen minute checkpoint: Within 1-2 days from start date (15-minute sample delivery for feedback). Halfway checkpoint. Completion and final delivery:

After 15-minute checkpoint has been approved and paid, chapters will be individually uploaded upon completion.

## 3. Payment

The fee is \$175 per finished hour for a total completion cost of \$ \_\_\_\_\_ based on final finished length. Excessive revisions or changes to provided manuscript will incur additional \$50 fee per modified chapter.

Payment schedule:

- **25% retainer** (\$ \_\_\_\_\_) due upon signing (first project only; non-refundable to reserve time).
- **25%** due upon delivery and Client approval of the 15-minute checkpoint sample (Client may provide feedback on pacing, tone, style; Narrator incorporates reasonable changes).
- **25%** due upon half way checkpoint (based on half of total chapter count).
- **25%** due upon completion of remaining chapter files after half way checkpoint.
- **Payments via Zelle to keenefx@yahoo.com** (Brian H. Keene.)

## 4. Checkpoint and Approval

At the 15-minute checkpoint, Client provides feedback. Narrator makes reasonable adjustments. Client 25% payment (\$ \_\_\_\_\_) required before proceeding to full production.

## 5. Cancellation

- Narrator may cancel for any reason with written notice after 15-minute checkpoint sample; refunds any unearned payments (retainer and 15-minute checkpoint sample non-refundable).
- Client may cancel before halfway checkpoint with written notice; retainer, 15-minute checkpoint sample are non-refundable and delivered completed chapters must be paid at agreed upon rate.
- After halfway checkpoint, Client cancellation constitutes breach; Client must compensate Narrator for delivered completed chapters at agreed upon rate.

## **6. Force Majeure / Incapacity**

Neither party liable for delays due to acts of God, illness, accident, strikes, etc.

## **7. Rights and Ownership**

Upon full payment, all finished audio files and rights (except Narrator's promotional use) transfer to Client. Client warrants ownership/authority over the Work Narrator may use excerpts for demo/reel/promotion only (no sale/distribution that harms Client).

## **8. Independent Contractor**

Narrator is an independent contractor, not an employee. Narrator controls methods/means of performance.

## **9. Governing Law**

Governed by laws of the State of Texas. Venue in courts of Denton County, Frisco, Texas.

## **10. Good Faith**

Parties perform in good faith.

## **11. Miscellaneous**

- Counterparts/electronic signatures valid.
- Entire agreement; amendments in writing.
- Notices by email/mail to addresses above.

**IN WITNESS WHEREOF**, the parties execute this Agreement:

Client: \_\_\_\_\_ Date: \_\_\_\_\_ [Printed Name]

Narrator: \_\_\_\_\_ Date: \_\_\_\_\_ Brian H. Keene