

Proposal Request for Audiobook Editing Services

Date: [Insert Date]

To: [Insert Recipient's Name]

[Insert Recipient's Title]

[Insert Recipient's Company]

[Insert Recipient's Address]

Dear [Recipient's Name],

I am writing to request a proposal for audiobook editing services for our upcoming project, [Insert Project Title]. We are seeking an experienced audio editor to enhance the quality of our recordings and ensure a polished final product.

The scope of work will include:

- Editing raw audio recordings for clarity and flow
- Removing background noise and correcting audio levels
- Adding necessary music and sound effects
- Providing a final mixed and mastered audio file in [Insert Desired Formats]

We would appreciate receiving your proposal by [Insert Deadline Date]. Please include your pricing, timeline, and any relevant experience or samples of previous work.

Thank you for considering our request. We look forward to your proposal.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]