

Southern Monitoring
Services Ltd



FREELANCE COPY EDITING AND PROOFREADING

**Do you need an impartial eye to
edit or proofread your
manuscript, corporate documents
or promotional material?**



Services Provided:

- Spelling, punctuation and grammar
- Word breaks and hyphenation
- Orphans and widows
- Paragraphs and spacing
- Page numbering, headers and footers
- Headings and sub-headings
- Table of Contents
- Tables, diagrams, captions
- Footnotes, References
- Consistency

Documents:

- Newsletters
- Business reports and proposals
- Manuscripts / Books
- Advertising and Promotional material
- Newspapers
- Magazines
- Electronic documents
- Educational manuals
- Theses

Call now for a free quote.

For further information, contact:
Allison Graham
Southern Monitoring Services Limited
61 Hensley Street
P O Box 1364
Invercargill
Phone: 03-214-2375
Fax: 03-214-2410
Email: allison.graham@smsl.co.nz
Website: www.smsl.co.nz

