



Dear (potential client),

Allow me to introduce myself. My name is Trina Gigax, a freelance copyeditor and writer. My business is named **Fresh Eyes Reading** because it is good practice to review all written material with ‘fresh eyes.’ I will edit it with a keen eye to review all aspects of writing. This ensures that the reader understands it as I do as a reader, having no preconceived notion.

In 25 years, I have gained editing and proofreading skills working in the education, marketing, real estate, and orchestral industries. I provide a professional, insightful, and valuable service to my clients. My aim is to match your branding with complementary written material. Well-written and edited pieces are key to gaining your reader’s interest and trust.

Companies need great content for their business’ printed material and website. Especially on a website; it’s often the first impression you will make. Content and branding for your company should communicate the drive and passion you have for your business. Your written impression is as critical as your professional image.

My focus is to ensure that the message is clear, concise, and well received. You will receive a line-by-line review of:

- consistency
- format
- grammar
- possessive forms
- pronouns
- proper nouns
- punctuation
- redundancy
- subject-verb agreement
- word use

With proper editing, you may feel confident that nothing is missed.

Sincerely,

Fresh Eyes Reading llc  
Trina Gigax  
[www.FreshEyesReading.com](http://www.FreshEyesReading.com)

