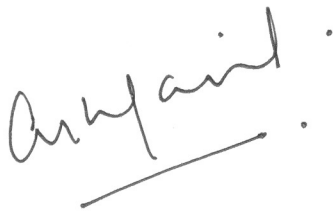


## Policy: Adherence to Deadlines

---

### Policy Statement: Adherence to deadlines

**W**e at **the9words** value and respect our clients' deadlines and give it the highest priority. Therefore, all our work is carried out with a strict adherence to agreed deadlines. Once a deadline has been agreed upon between the client and **the9words**, we will endeavor to comply with it. In the unfortunate event that we are unable to deliver the completed job before the stipulated deadline, the completed work will be delivered to the client free of cost.



---

(Avantica R. David)  
Head – Amethyst  
Editing Services



---

(Vijay Ghosh)  
Head – Azure  
Writing Services

