

Voice Over Quote Guide

Thank you for requesting this guide. Do you want to hire a professional voice actor but don't know where to start? Getting an accurate quote is really easy when you provide the right information!

Enjoy this free fact sheet and worksheet. If you have any questions , just shoot me a note at mark@legacyvoiceovers.com.

6 Essentials For An Accurate Voice Over Quote.

1. Genre. First things first. We need to know what we're voicing. Is it a commercial? An eLearning project? An explainer video for the web? A corporate piece? A documentary? An audiobook? Something else? Rates vary based on genres. So knowing what your intending to use the voice over for makes a big difference.
2. Length. When possible, having a copy of the final script is the easiest way for a voice talent to provide an accurate quote. A word count is the next best option. We'll use it to calculate the length of the recording.
3. Time Frame. It will be incredibly helpful to know what turnaround time you are expecting.
4. Cycle. Will you be using the finished voice over in a commercial on a 13 week cycle? Will it be online for six months? Will it be used at three tradeshow in the summer? Or do you want a full buy-out?
5. Usage. Is the recording you need for a broadcast? Is so, where? Radio? TV? YouTube? Will it be local? Regional? National? What market(s)? Is it for the web? Internal use? Mass retail? Basically, we need to know where exactly the voice over will be played.
6. Budget. Have you got a budget already? A set budget that can't be altered? Are you unsure of the rates for professional voice over? Many voice talents will try and work with you on a budget if you've got a fair, working one in mind.

Voice Over Project Work Sheet

Date _____

1. What kind of project is this?

2. What is the length of this project? ☐ Script attached.

3. What is the necessary turnaround time?

4. When will this project be used?

5. What will this project be used for?

6. What is your budget?

Please email this to me at: mark@legacyvoiceovers.com

Thank you!!!