



CAPABILITY STATEMENT

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CORE COMPETENCIES

Nova Arc assists organizations and individuals in their mission by providing high-quality writing, editing, proofreading, and content creation services worldwide. We have years of experience in aerospace, defense, medical, and other STEM industries, and regularly collaborate with design, media, and marketing agencies.

- **Writing:** Delivering compelling content to address even the most complex and technical subjects with accuracy, precision, and clarity
- **Editing:** Ensuring content is precise, effective, clean, and consistent by correcting for errors and revising for clarity, flow, audience, and style
- **Proofreading:** Reviewing for errors in text, images, and design, and verifying corrections were implemented, no new errors were introduced, and style, formatting, and layout rules were followed

In all projects:

- Collaborate with stakeholders, subject matter experts, management, content creators, and production to deliver professional quality final content
- Ensure consistency of content, including all graphic and multimedia elements
- Develop, review, and implement style guidance, ensuring it is current with industry standards, correct for project-specific needs, and inclusive

PAST PERFORMANCE

- Mercury Systems
- International Society of Pharmaceutical Engineering
- NASA OSIRIS-REx mission
- University of Arizona Lunar and Planetary Lab
- Clarke
- SAP
- Amazon Web Services

COMPANY CODES

- **Unique Entity ID:** XH4EJ98JRHG3
- **CAGE code:** 9DJ59
- **NAICS:**
 - 561410 - Document Preparation Services
 - 541430 - Graphic Design Services
 - 541922 - Commercial Photography
 - 541820 - Public Relations Agencies
 - 541611 - Administrative Management and General Management Consulting Services
 - 541990 - All Other Professional, Scientific, and Technical Services
 - 541690 - Other Scientific and Technical Consulting Services
- Pursuing WOSB/EDWOSB status
- Accept credit cards and purchase cards

DIFFERENTIATORS

- Years of relevant industry experience, including a strong focus in aerospace, aviation, defense, electronic hardware, software, and astronautics.
- The founders have more than 40 years' experience, with skills in writing, editing, proofreading, training, and journalism.



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