

# WORDEXPRESS

## Multilingual Solutions Worldwide

TEL (310) 260-7700 or (800) 570-0700 • FAX (310) 260-7705 or (800) 570-5950

E-MAIL: [clients@wordexpress.net](mailto:clients@wordexpress.net) • WEBSITE: [www.wordexpress.net](http://www.wordexpress.net)

### Rates and Terms for Transcriptions as of 1/1/2006

(Replaces all previous Rates and Terms)

#### Language Services

	<u>Hourly Rate (\$)</u>
Transcriptions from English to English	45.00
Transcriptions or translations from or into European languages with high diffusion	60.00
Transcriptions or translations from or into European languages with low diffusion	70.00
Transcriptions or translations from or into non-European languages with high diffusion	75.00
Transcription or translation from or into non-European languages with low diffusion	85.00 - 110.00

**Binding estimates will be provided after review of your material and before work begins.**

**To find out approximately how long your transcription or translation will take, multiply the length of the source recording, applying the formulas below:**

Transcription and/or Translation Service	Language Direction	Transcription/Translation will take for:	
		Audiotapes	Videotapes
1. Transcription only, <u>without</u> Translation	From any one language into the same language	6-10 times the length of source recording	8-12 times the length of source recording
2A. Simultaneous Transcription/Translation <u>without</u> Transcription of source recording	From English into European languages or vice versa	14-20 times the length of source recording	16-22 times the length of source recording
2B. Simultaneous Transcription/Translation <u>without</u> Transcription of source recording	From English into non-European languages or vice versa	16-22 times the length of source recording	18-24 times the length of source recording
3A. Transcription of source recording <u>with</u> Translation	From English into European languages or vice versa	24-32 times the length of source recording	26-34 times the length of source recording
3B. Transcription of source recording <u>with</u> Translation	From English into non-European languages or vice versa	28-36 times the length of source recording	30-38 times the length of source recording

**Please note that the following factors influence the estimates:**

- 1.) **Size or volume of the projects:** Discounts are offered for large projects or yearly contracts.
- 2.) **Degree of difficulty of terminology:** Specialized terminology requires more time.
- 3.) **Number of voices:** a) One speaker, b) 2-3 speakers: dialogs, interviews, c) Several speakers: scenes, action.
- 4.) **Speech delivery:** Pace of speech, accents, dialects, overlapping voices.
- 5.) **Audibility of the voices.**
- 6.) **Urgency of the project:** Discounts are given for projects with an extended turnaround time. A 25% surcharge applies to rush orders (reduced turnaround time or evening/weekend/holiday work), and a 50% surcharge to super rush orders.
- 7.) **E-Format and Output:** For target languages with Roman characters, **two electronic files, one in PDF format and one in WORD format**, are included with the project without charge. For target languages with non-Roman characters, an **electronic file in PDF format** is included. Additionally, output in form of **hardcopy** is included without charge where required. Other forms of electronic format or output are available for an additional charge. **There is no file format that WordExpress cannot accommodate.**
- 8.) **Delivery:** Available via e-mail, online FTP transfer, fax, messenger, UPS or via any other service, if so requested. Additional charges will accrue for any delivery other than electronic and/or fax delivery.

A **minimum charge** of \$ 85 per language applies to all orders for languages with Roman characters and \$ 110 per language to all orders for languages with non-Roman characters. This minimum charge does not include delivery other than via e-mail and/or fax.

**Prepayment** is required for private parties. For companies, a **50% deposit** is required for orders exceeding \$ 1,000. **All balances are due upon delivery unless otherwise arranged. We accept VISA, MASTERCARD, DISCOVER, AMEX and FAXCHECK.** Payments may also be made through our website [www.wordexpress.net](http://www.wordexpress.net). Click on **PAY HERE** and follow instructions.

**Please see our brochure or visit our website [www.wordexpress.net](http://www.wordexpress.net) for more details!**

**For any questions or to place your order call (310) 260-7700, ext. 125 or toll-free (800) 570-0700, ext. 125.**

**Our Client Care Consultants will gladly assist you!**

WordExpress Corporation, 8306 Wilshire Blvd., Suite 200, Beverly Hills, CA 90211

MEMBER: American Translators Association (ATA) • California Court Interpreters Association (CCIA)  
Southern California Translators & Interpreters Association (SCATIA)