



Multilingual Solutions Worldwide

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

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Rates and Terms for Interpretations as of 1/1/2006

(Replaces all previous Rates and Terms)

Consecutive Interpretation Rates:

<u>3 hours</u>	<u>6 hours</u>	<u>Additional hours</u>
From \$ 270.00 to \$ 510.00	From \$ 450.00 to \$ 850.00	From \$ 90.00 to \$ 170.00

Interpretation Rates for court-approved, court-registered or court-certified interpreters:

<u>3 hours</u>	<u>6 hours</u>	<u>Additional hours</u>
Not available	From \$ 585.00 to \$ 1,105.00	From \$ 120.00 to \$ 220.00

Simultaneous/Conference Interpretation Rates (one interpreter only):

<u>3 hours</u>	<u>6 hours</u>	<u>Additional hours</u>
From \$ 378.00 to \$ 714.00	From \$ 630.00 to \$ 1,190.00	From \$ 126.00 to \$ 238.00

Please note: Usually two interpreters taking turns every 20 minutes are assigned to simultaneous/conference interpretations.

All rates depend on these factors:

- 1. Language Pair.** The following categories apply: a) English/Spanish b) English/Other European languages with high diffusion c) English/Most other languages d) English/Japanese & Low Diffusion Languages
- 2. Size or volume of project.** Discounts are offered for large projects and yearly contracts.

**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!**

Our interpreters specialize in different fields, e.g. legal, medical, technical, and business interpretations. From our pool of interpreters, we carefully select those specialists best suited for your particular interpretation. Our clients are encouraged to provide us with literature pertinent to the assignment well in advance. This gives our interpreters an opportunity to prepare themselves for the sessions. **As a courtesy, a preparation time of up to ½ hour is already included in above-listed prices -- there is no additional charge for this preparation.**

Charges: Court-approved, court-registered or court-certified interpreters are scheduled for a minimum of 6 hours only. For all other interpreters, a **minimum charge** for 3 hours applies, with any additional time being charged in 30-minute increments at the additional hourly rate. **If the order is placed for a minimum of 6 hours, a discount is offered and the 5-hour rate is charged, as shown in above schedule.** There is a **25% surcharge** for any time exceeding 6 hours and/or for interpretations between 6 PM and 9 AM and/or on Saturdays, Sundays, and holidays. Charges begin accruing either at the scheduled time or at the moment when the interpretation begins, whichever comes first. They end at the moment the interpretation is completed. **Transportation fees** are charged for interpretation locations that are more than 10 miles away from city centers. **Travel and per diem charges** may apply for interpretation locations that are more than 100 miles away from major cities. A surcharge of \$ 85.00 per interpreter per assignment applies to interpretations outside of the U.S. and Canada.

Scheduling: For optimal scheduling, and in order to be able to select the interpreters best suited for your particular event, an advance notice of at least 72 hours is preferred. This applies especially to languages with low diffusion. **To ensure quality service, an agreement, as provided by WORDEXPRESS, must be signed at least 48 hours prior to the beginning of the interpretation.** If an interpretation assignment is accepted with less than 48 hours advance notice, a 25% surcharge will result.

Cancellation: If an interpretation is canceled less than 48 hours before its scheduled commencement, 50% of the minimum charges are due and payable. If an interpretation is canceled less than 24 hours before its scheduled commencement, the entire minimum charges are due and payable.

Payment: Full payment in advance is required from all private parties and parties outside of the US. A 50% deposit is required from all other parties, if an account has not yet been established with WORDEXPRESS. All balances are due upon completion of services and payable to WORDEXPRESS unless otherwise arranged. **WORDEXPRESS accepts VISA, MASTERCARD, DISCOVER, AMEX and FAXCHECK.** Payments may also be made through our website www.wordexpress.net. Click on the button **PAY HERE** and follow instructions.

Please see our brochure or visit our website www.wordexpress.net for more details!

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Member: American Translators Association (ATA) • California Court Interpreters Association (CCIA)

Southern California Translators & Interpreters Association (SCATIA)