



A.T.T. Center

Reisen · Übersetzungen · Computer-Reparatur · Webdesign

ORDER FORM – TRANSLATION/INTERPRETER SERVICE

I, the undersigned, herewith place an order with A.T.T. Center to translate the attached document(s).
I will settle the invoice in cash when picking up the completed translation.

| | | | | | | | |
|------------------|-------|--------------------------|----------------------------------------|--------------------------|-----------|--------------------------|-----------|
| Name: | _____ | <input type="checkbox"/> | Translation German -> foreign language | | | | |
| Street address.: | _____ | <input type="checkbox"/> | Translation foreign language -> German | | | | |
| ZIP, town: | _____ | <input type="checkbox"/> | Interpreter service | | | | |
| Phone: | _____ | <input type="checkbox"/> | English | <input type="checkbox"/> | Russian | <input type="checkbox"/> | Kiswahili |
| Mobile: | _____ | <input type="checkbox"/> | French | <input type="checkbox"/> | Ukrainian | <input type="checkbox"/> | Arabic |
| Fax: | _____ | <input type="checkbox"/> | Spanish | <input type="checkbox"/> | Polish | <input type="checkbox"/> | _____ |
| E-Mail: | _____ | Certification: | | <input type="checkbox"/> | yes | <input type="checkbox"/> | no |
| Deposit: | _____ | _____ | | | | | |
| | | Date, client's signature | | | | | |

Price per standard line (52 strokes): _____ €

Certification per document: _____ €

All prices are exclusive VAT.

In the case of scripts not based on the Latin alphabet (e.g. Russian, Arabic) there may be several transcription variants. For the avoidance of doubt and discrepancies with other documents (e.g. western passports), customers have the option to indicate the desired spelling in the transcription. If the customer fails to write down the preferred spelling, he/she unconditionally accepts the variant chosen by the translator.

The names of persons/places mentioned in the original documents should be transcribed as follows:

Original:

Translation:

Interpreter service

Date: _____

Location: _____

Duration: _____

Price per hour: _____

In the event that the client cancels an assignment less than one week before the agreed date, they shall be obliged to pay 50% of the order value. If an assignment is cancelled on the agreed date itself or the client does not show up for an appointment, they shall be obliged to pay the full order value.