

SCHEDULE OF FEES (Australian dollars)

Effective as from 01 January 2003

TRANSLATION FEES

TRANSLATION SERVICES

Rates of payment for translation services are based on the number of English words in a presented for translation or completed document/text independently on the document's source language. When the source document is not English, the Client is provided with an estimate of costs. Pending upon the subsequent English word count, the final cost will be calculated at the rates shown below

Belozhi Business Consulting classifies all translations under one of two levels of difficulty.

Standard - General correspondence, simple public announcements, general information material, newspaper articles and articles from general magazines, less complex educational and professional (trade) certificates, private documents used to establish proof of identity.

Complex - Legal documents, medical documents, technical and scientific texts, more complex material used for public relations and advertising, complex information material containing highly specialised terminology.

Usually all translation works are completed within 10 calendar days term. Urgency loading is paid when urgent jobs are completed and returned within the time specified.

For small jobs (up to 500 words) :

Urgent translations (less than 7 days) attract +10% of additional payment.

Emergency translations (24 hours) attract +50% of additional payment.

For larger jobs the loading is negotiable, the aim being to try to meet the client's need.

Preparation and swearing of affidavit - \$ 15.00

Hourly rate for desktop publishing, voice over, etc. is negotiable.

DOCUMENT TRANSLATING

Translation is the exact rendering of a document/text into another language by professional translators.

Level of Difficulty / Each 100 words

Standard \$ 30.00

Complex \$ 40.00

EDITING

Editing is the process of revision by translators of translations of documents/texts and is performed by other translators. It includes verifying the spelling and grammar of the English/target language translation of the document/text.

Level of Difficulty / Each 100 words

Standard \$ 19.00

Complex \$ 22.50

PROOF-READING

Proofreading is the correction, with the aid of standard proofreading symbols, of typographical errors in printers proofs, or, using the same method, the revision of passages because the client has made minor changes to the source text.

Level of Difficulty / Each 100 words

Standard \$ 15.00

Complex	\$ 18.00
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CHECKING

Checking is an independent linguistic comparison of a translation with the source document/text and with the preparation of an assessment report.

Level of Difficulty / Each 100 words

Standard	\$ 19.00
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Complex	\$ 22.50
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