

Have a question? Call Us!  
1-800-903-2470  
support@nationalapostille.com



## Translation Request form

Do you need your documents translated by a Certified Translator?

We can translate your documents written in English into the following languages:

Albanian	Estonian	Kannada	Romanian
Amharic	Farsi	Korean	Russian
Arabic	Finnish	Latin	Serbian
Bengali	French	Latvian	Slovak
Bosnian	French (Canadian)	Lithuanian	Slovenian
Bulgarian	Georgian	Macedonian	Somali
Burmese	German	Malay	Spanish
Catalan	Greek	Maltese	Swedish
Chinese (Simplified)	Gujarati	Marathi	Tagalog
Chinese (Traditional)	Hebrew	Nepali	Tajik
Creole	Hindi	Norwegian	Thai
Croatian	Hungarian	Persian	Turkish
Czech	Indonesian	Polish	Ukrainian
Danish	Irish	Portuguese (Brazil)	Urdu
Dutch	Italian	Portuguese (Portugal)	Uzbek
	Japanese	Punjabi	Vietnamese

Please translate my document(s) into the following language:

Yes, I have counted the words on my document(s) and understand the cost for the translation service (see below).

Yes, I understand that the State apostille or certificate will also be translated. The cost for each is \$95.

Your Name: \_\_\_\_\_ Company Name (Optional): \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address (Print Clearly): \_\_\_\_\_

**Processing time:** 1-3 business days (excluding: Saturday, Sunday, & Major Holidays). If translating your documents takes longer than three business days, we will contact you with an update. Your documents will be submitted for translation once we have authenticated your original documents through the County (if required), State, and/or U.S. Federal Government office. We will then ship your original authenticated documents back to you by FedEx or UPS before we submit them for translation. The translation itself is not apostilled. Once your translation has been completed, **you will receive your translated documents by e-mail** so please clearly print your email address above. Every translation request form must also include the credit card authorization form.

**Cost:** \$95 for up to 250 words or less, one-sided, and on a standard 8.5" x 11" dimension page or smaller. Each page is counted individually and it is not based on a cumulative total. Any excess over 250 words per page (one-sided), will be billed an additional \$95 per 250 words per page one-sided. The cost for the translation service will be billed separately from the apostille or document certification service (You will see two charges on your credit card statement).

**Note:** Documents you obtain from the County, Court, State and/or U.S. Federal Government office must first be apostilled or certified through the County, State, or U.S. Federal Government office before they can be translated. Our translators are not international lawyers or representatives of other countries. They do not know the laws of other countries or the specific requirements of the Embassy or Consulate offices. The translator's responsibility is to only translate your documents into the language you choose above. The translation will not be notarized nor will it be printed on any special paper. The translation itself will not be apostilled. Difficult to read documents cannot be translated. **Once the translation is complete, it will be emailed to you.** The cover letter of the translation will be written in English. The translation will not delay the processing of your original documents as they will be shipped back to you by FedEx or UPS once it is done. There are no refunds for the translation service but we will do our best to fix your translation if any errors are found.