



Translation Request Form

TODAY'S DATE _____ DATE (NEEDED) _____

TRAVELER'S NAME _____ NATIONALITY _____ PHONE # _____

DELIVERY ADDRESS _____

TRAVELER'S COMPANY NAME _____ / ASSISTANT _____ PHONE# _____

E-Mail _____

Language _____

Translation Fee

Minimum of \$75.00 per page for fine print pages and big job projects it is .22 cents per word

RETURN POSTAGE – FedEx Overnight

Priority Delivery \$75.00- \$100.00 ☐ First Overnight = \$150.00 ☐ Saturday Delivery = \$150.00 ☐ International = \$150.00

Total Payment = Translation Fee + Return Postage

METHOD OF PAYMENT

TYPE OF CARD _____ CREDIT CARD NUMBER _____ EXP DATE _____

FULL Billing Address _____

CVV# _____ (The last three numbers on the back of card for most cards and the four digits on top of American Express Cards)

NAME ON CREDIT CARD _____ SIGNATURE _____ (OF CARD HOLDER)