



**Translation and Transcription Services Rates  
(2023 - USD)**

Service	Standard Rate	Rush Jobs (as negotiated)
English into Spanish or Spanish into English		
<b>Translations (per source word)</b>	\$0.12 - \$0.18	\$0.20 and up
<b>Certified translations (per source word)</b>	\$0.12 - \$0.18 plus the cost of shipping sealed envelopes	\$0.20 and up, plus the cost of shipping sealed envelopes
<b>Proofreading (per source word)</b>	\$0.08	\$0.10 and up
<b>Conversion of image files to text files (per page)</b>	\$10	\$10

**Rates:**

**Translation:** The above per word rates apply to most translation projects. Higher rates apply to very complex texts or those with specialized vocabulary or requiring in-depth research. Word count is typically the word count provided by MS Word or *Wordfast Pro*. All translation rates include one revision of each document after completion and if needed or requested, a glossary of terms.

Each job estimate includes time frames for the beginning and completion of the translation services, based on an average translation rate of 1,000 words a day, to be agreed upon prior to the start of the project.

**Translation Methodology:**

***My goal is to provide professional, accurate, consistent and well-researched translations of the highest quality, within my clients' budgets and schedules.*** To that end I own and use *Wordfast Pro*, a professional translation memory tool, for translation and terminology management.

I can work with existing translation memories (*Wordfast*-compatible or TMX format) and glossaries, or create and provide them if requested. I am able to accept as source text most MS Office document types, as well as editable PDF, Adobe InDesign, FrameMaker, HTML, XML and other document types supported by *Wordfast Pro*. I can also convert most scanned documents, graphics and images to a digital editable text format such as PDF or MS Word, for an additional fee, as specified above.

Please contact me with your project details, and I'll be happy to work with you to come up with a plan that meets your needs, budget and schedule!