

Beverly Zayas Hayes <u>beverly@spctranslations.com</u> spctranslations.com

602-684-4009

## Services Price (\$USD)

English > Spanish Translation - Rate per word in source text - Non-specialized text using standard vocabulary — Includes consultation, high-quality translation, simple formatting, proofreading, and final-check editing.	\$0.18 per word
English > Spanish Translation - Rate per word in source text - Specialized text, marketing and website copy — for publication — Includes consultation, research, creative translation/cultural adaptation, simple formatting, and final-check editing.	\$0.20 per word
Certificates and Official Documents (diplomas, birth certificates, marriage certificates, application forms, educational materials, etc.)	\$59.00 up to 250 words (includes formatting as close as possible to the original) \$20.00 for certified/notarized documents (if needed)
Spanish Editing Only – Editing of a Spanish translation executed by another translator(s) for grammatical errors, segments that sound too literal, unnatural flow, inconsistencies, misspelled words, etc.	\$40.00 per hour
<b>Final-Check Website Editing</b> – For website content editing only, a thorough final check is done once the content edit is updated and the website goes live (waived if doing full translation).	\$50.00 flat fee
Additional Charges - Charge for working with non-editable documents such as PDF files, handwritten documents, etc.	Plus 10% of base price
Rush fee (same or next day delivery, weekend service, etc.)	

## **TERMS OF SERVICE**

- 1. Spanish Connect Translations guarantees complete confidentiality regarding the client's personal and/or business information.
- 2. At the beginning of the cooperation between Spanish Connect Translations and the client, I, Beverly Zayas Hayes, will issue a free, non-binding quote for the client. No project work will be started until the client has approved the quote via email.
- 3. Approval of the price quote via email shall constitute a binding contract.
- 4. Spanish Connect Translations shall return the translation by the agreed deadline. I shall notify the client immediately if unforeseen circumstances might prevent a timely delivery.
- 5. Please be advised that translation projects for new clients will require pre-payment. For invoices up to \$300, pre-payment is expected in full. For invoices exceeding \$300, a percentage of the total invoice will be billed in advance.
- 6. Otherwise, payment is required within 30 days from the date of invoice. Any invoices not paid within 30 days may be subject to penalties. Payment may be made via PayPal, Stripe, wire transfer, or direct deposit.
- 7. The client shall notify Spanish Connect Translations of any correction requests or changes within 30 days. I shall correct, at no cost to the client, any errors within this time frame.
- 8. Should the client cancel or withdraw the assignment prior to its completion, Spanish Connect Translations must be compensated for the percentage of total services performed.
- 9. If the client is not satisfied with the final product, Spanish Connect Translations must be given an opportunity to correct the translation before payment terms or rates are changed.
- 10. Spanish Connect Translations shall have no responsibility whatsoever as to any changes to the translation made by a third party.