

Framework agreement for translations,
interpreting and other services

- x Mönckebergstraße 5
20095 HAMBURG
- x Billstedter Hauptstraße 35
22111 HAMBURG
- x Tauentzienstraße 15
10789 BERLIN
- x Knochenhauerstraße 11
28195 BREMEN
- x Oststraße 1
40211 DÜSSELDORF
- x Königstraße 55
30175 HANOVER
- x Zeil 113
60313 FRANKFURT/MAIN
- x Dachauer Straße 17
80335 MUNICH
- x Königstraße 54 B
70173 STUTTGART

The following framework agreement for translations, interpreting and other services (expert opinions on translations, in-house company training, filmsetting, translation of audio/video material, etc.) is concluded between Profi Schnelldienst Fachübersetzungen GmbH and

- 1) undertakes to commission all translation work or interpreting orders to be assigned externally to Profi Schnelldienst Fachübersetzungen GmbH.
- 2) By request the translations will be certified by sworn translators. This request should be stated by the client when placing the order.
By request Profi Schnelldienst Fachübersetzungen GmbH shall also deliver the reproducible foreign language texts as a film or print, undertake the graphic design and complete the print as well as the further processing.
- 3) The respectively valid list of fees forms the basis for the invoicing. On the basis of this framework agreement shall receive a discount of 15% from Profi Schnelldienst Fachübersetzungen GmbH on all translation fees, interpreting orders as well as other services.
Furthermore, the prices stated in the presently valid list of fees (see appendix) are valid for for a period of one year.
- 4) shall settle the invoices within 30 days net to the exclusion of set-offs or retention.

- 5) Profi Schnelldienst Fachübersetzungen GmbH guarantees the proper and professional performance of the services to be provided. Notification should be provided by the client with regard to the specific processing of texts intended for publication.
- 6) In the case of justified complaints Profi Schnelldienst Fachübersetzungen GmbH is willing to have the necessary corrections carried out immediately and free of charge. Stylistic changes and other improvements will be charged according to the scope of work required.
- 7) Profi Schnelldienst Fachübersetzungen GmbH guarantees absolute discretion and confidentiality and undertakes to observe secrecy regarding all business matters and processes, in particular business secrets and company secrets.
- 8) This framework agreement between Profi Schnelldienst Fachübersetzungen GmbH and is initially concluded for a period of 1 (one) year. The agreement becomes valid upon being dated and signed. Provided none of the contractual parties terminates this agreement 3 (three) months before the expiry of a calendar quarter, an extension of a further 12 (twelve) months comes into effect.

The termination must be done in writing. The day of receipt is decisive when transmitting the termination.

The court of jurisdiction is Hamburg.

- 9) Services and deliveries shall be processed according to the currently valid general terms and conditions of Profi Schnelldienst Fachübersetzungen GmbH (see appendix).
- 10) Should one or individual provisions in the general terms and conditions (see appendix) have no legal force, the legal regulations shall apply.
- 11) Additions:
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Place/Date

Place/Date

Client/Company stamp
Signature

Contractor/Company stamp
Signature