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Managing Director: Thomas Benchakroun

Sworn translator and interpreter Regional Court Stade

Profi, your partner for all languages



Professional translations
Professional interpreting
Foreign language correspondence
Foreign language typesetting/DTP
Website translations
In-company language training
Telephone calls in foreign languages
Simultaneous interpreting facilities
Certifications

profi **Schnelldienst**
Fachübersetzungen

Hamburg · Berlin · Bremen · Düsseldorf · Hannover
Frankfurt · Karlsruhe · München · Stuttgart

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We translate and interpret

- ▶ from all languages in the world into German
- ▶ from German into the respective foreign language
- ▶ from one foreign language into another

All subject areas

- e.g.:
- ▶ technology
 - ▶ politics
 - ▶ marketing
 - ▶ science
 - ▶ literature
 - ▶ art
 - ▶ economics
 - ▶ IT
 - ▶ law
 - ▶ advertising
 - ▶ medicine
 - ▶ private, etc.

Our service

- ▶ certified translations
- ▶ expert opinions on translations
- ▶ delivery of the format and programme you requested
- ▶ proofreading your texts that have already been translated
- ▶ foreign language correspondence
- ▶ translating your website
- ▶ translating audio, video material
- ▶ telephone calls in foreign languages
- ▶ foreign language typesetting / DTP
- ▶ interpreting
- ▶ simultaneous interpreting facilities
- ▶ foreign language training for individuals or groups



LANGUAGES

All languages, e.g.:

- ▶ Afghan
- ▶ Afrikaans
- ▶ Albanian
- ▶ American English
- ▶ Arabic
- ▶ Armenian
- ▶ British English
- ▶ Bulgarian
- ▶ Byelorussian
- ▶ Catalan
- ▶ Chinese
- ▶ Croatian
- ▶ Czech
- ▶ Danish
- ▶ Dutch
- ▶ Estonian
- ▶ Ethiopian
- ▶ Finnish
- ▶ Flemish
- ▶ French
- ▶ Georgian
- ▶ Greek
- ▶ Hebrew
- ▶ Hindi
- ▶ Hungarian
- ▶ Indonesian
- ▶ Italian
- ▶ Japanese
- ▶ Korean
- ▶ Kurdish
- ▶ Latvian
- ▶ Lithuanian
- ▶ Macedonian
- ▶ Norwegian
- ▶ Persian
- ▶ Polish
- ▶ Portuguese
- ▶ Romanian
- ▶ Russian
- ▶ Serbian
- ▶ Serbo-Croatian
- ▶ Slovakian
- ▶ Slovenian
- ▶ Spanish
- ▶ Swedish
- ▶ Thai
- ▶ Turkish
- ▶ Ukrainian
- ▶ Urdu
- ▶ Vietnamese

Further languages upon request

All subject areas, e.g.:

- ▶ Acoustics
 - ▶ Aerospace
 - ▶ Agriculture
 - ▶ Apparatus engineering
 - ▶ Archaeology
 - ▶ Architecture
 - ▶ Art
 - ▶ Automotive engineering
 - ▶ Banking
 - ▶ Biology
 - ▶ Building and construction
 - ▶ Chemistry
 - ▶ Ecology
 - ▶ Economics and business
 - ▶ Electrical engineering
 - ▶ Electronics
 - ▶ Energy management
 - ▶ Geology
 - ▶ Haulage and customs
 - ▶ Importing/exporting
 - ▶ Insurance
 - ▶ IT
 - ▶ Journalism
 - ▶ Law
 - ▶ Mechanical engineering
 - ▶ Media
 - ▶ Metallurgy
 - ▶ Meteorology
 - ▶ Music
 - ▶ Natural sciences
 - ▶ Nautical science
 - ▶ Nuclear technology
 - ▶ Patents
 - ▶ Pharmacy
 - ▶ Precision mechanics
 - ▶ Publishing
 - ▶ Shipping
 - ▶ Structural and civil engineering
 - ▶ Tax
 - ▶ Textile industry
 - ▶ Tourism
 - ▶ Transport
 - ▶ Vehicle construction
- etc.



WE GUARANTEE

Quality and specialised know-how

Languages are constantly evolving and this means that translating and interpreting work is increasingly becoming only the task for qualified professional translators and interpreters.

We only employ professional specialised translators and specialist interpreters. Along with their language knowledge they must prove that they are specialists in their subject to ensure that each translation and interpreting assignment is carried out professionally.

Nondisclosure

All translation or interpreting assignments we receive from you will be treated with the utmost confidentiality. Our translators, interpreters and office employees are sworn to secrecy and must confirm this in writing. By request you will receive an additional written declaration from us.

Reliability

Our customers can always rely on their translations commissioned to us being prepared promptly and delivered on the agreed date, very often even earlier. Flexible employees and modern technical facilities enable us to quickly process orders even at short notice. Urgent projects are also performed during the night, at weekends and on public holidays.

Experience

Language knowledge alone does not necessarily make a good translator. It is just the basis the professional translators must supplement with their sound specialised subject knowledge, instinctive feeling and that which is commonly known as experience. These skills together with the language knowledge of the professional translator enable a professional and top quality translation to be produced. Our employees who have the necessary language and specialised expertise and many years of experience at their disposal support well-known industrial and business enterprises, banks and insurance companies, advertising agencies as well as international organisations. By request we will gladly let you know references.

EXAMPLE OF FEES FOR TRANSLATIONS

Table 1

Main lingua franca in Germany

Language	from €/per line
American English	€ 0.95
British English	€ 0.95
Bulgarian	€ 1.60
Croatian	€ 1.00
Czech	€ 1.15
Danish	€ 1.20
Dutch	€ 1.15
Finnish	€ 1.20
Flemish	€ 1.20
French	€ 0.95
Greek	€ 1.15
Hungarian	€ 1.15
Italian	€ 0.95
Norwegian	€ 1.20
Polish	€ 1.15
Portuguese	€ 1.15
Romanian	€ 1.50
Russian	€ 1.20
Serbian	€ 1.15
Serbo-Croatian	€ 1.15
Slovakian	€ 1.15
Slovenian	€ 1.30
Spanish	€ 0.95
Swedish	€ 1.20
Turkish	€ 1.10
Ukrainian	€ 1.70
Certifications each	€ 9,50
Minimum order Table 1	€ 45,00

Prices are net per line without VAT.

Advertising will be charged individually; the line prices are not decisive in this respect.

EXAMPLE OF FEES FOR TRANSLATIONS

Table 2

Other languages

Language	from €/per line
Afghan	€ 2.40
Afrikaans	€ 2.40
Albanian	€ 2.40
Arabic	€ 2.40
Armenian	€ 2.40
Byelorussian	€ 2.40
Catalan	€ 2.40
Chinese	€ 2.40
Estonian	€ 2.40
Ethiopian	€ 2.40
Georgian	€ 2.40
Hebrew	€ 2.40
Hindi	€ 2.40
Indonesian	€ 2.40
Japanese	€ 2.40
Korean	€ 2.40
Kurdish	€ 2.40
Latvian	€ 2.40
Lithuanian	€ 2.40
Macedonian	€ 2.40
Persian	€ 2.40
Punjabi	€ 2.40
Thai	€ 2.40
Urdu	€ 2.40
Vietnamese	€ 2.40
Certifications each	€ 9,50
Minimum order Table 2	€ 60,00

Prices are net per line without VAT.

Advertising will be charged individually; the line prices are not decisive in this respect.

Other languages upon request.
We will be pleased to offer you a lump sum price upon request.

FOREIGN LANGUAGE TYPESETTING

We can organise the setting of your foreign language texts for your translated texts in the target language.

The type size, the font and the layout can be designed to suit your taste. We will be only too pleased to send you a non-binding offer.

Ihr Profi-Partner für Übersetzungen

Profi, votre partenaire pour les traductions

Profi, your partner for translations

Профессиональный партнер для ваших переводов

פרופי - המומחה שלך לתרגומים

Profi - Tercümelecinizda profesyonel partneriniz

وکیلکم بروفی للترجمة

为您进行文件翻译的专家和伙伴

Wasz profesjonalny partner w sprawach tłumaczeń

Profi – partneri käännöksillenne

Uw professionele partner voor vertalingen



INTERPRETING

Professional interpreters with knowledge of specific subject areas and who interpret into one or several foreign languages are often needed for negotiations, congresses, conferences or other meetings with international participation.

In order to guarantee that the message really gets across during interpreting our interpreters need careful briefing as they make a decisive contribution to a conference's success. Detailed information concerning the subject of the conference and the opportunity to study possible materials guarantee the best possible interpreting service. It is of course possible to familiarise our professional interpreters with the topic in a separate meeting before the actual conference.

Our simultaneous interpreters translate the talks and comments of the conference participants as they are being made by means of a simultaneous interpretation facility.

Our consecutive interpreters translate into the other language when the speaker has finished.



EXAMPLE OF FEES FOR INTERPRETING

Table 1

American English	Norwegian
British English	Polish
Bulgarian	Portuguese
Croatian	Romanian
Czech	Russian
Danish	Serbian
Dutch	Slovakian
Finnish	Slovenian
Flemish	Spanish
French	Swedish
Greek	Turkish
Hungarian	Ukrainian
Italian	

Table 2

Afghan	Indonesian
Afrikaans	Japanese
Albanian	Korean
Arabic	Kurdish
Armenian	Latvian
Byelorussian	Lithuanian
Catalan	Macedonian
Chinese	Persian
Estonian	Punjabi
Ethiopian	Thai
Georgian	Urdu
Hebrew	Vietnamese
Hindi	

All prices stated on pages 12 and 13 are valid per interpreter and only for Table 1.

Prices for Table 2 are available upon request.

All prices are net prices plus VAT.

We retain the right to change the prices.

EXAMPLE OF FEES FOR INTERPRETING

All prices are valid per interpreter and only for Table 1. (see page 11)

Prices for Table 2 are available upon request

Negotiating interpreting

Interpreting into a foreign language

Hourly rate from	€ 60,00
Daily rate up to	
8 hours work from	€ 460,00

Accompanying and exhibition interpreting

Interpreting into a foreign language

Hourly rate from	€ 55,00
Daily rate up to	
8 hours work from	€ 410,00

Conference interpreting

Simultaneous interpreting into a foreign language

Hourly rate from	€ 95,00
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Consecutive interpreting into a foreign language

Hourly rate from	€ 80,00
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Interpreting orders will be charged on an hourly or daily rate as a fixed booking. The full hourly/daily rate is payable from the beginning of each hour/day. From 5 pm onwards and at the weekend and public holidays a surcharge of 100% will be charged. The journey to and from the venue will be added to the interpreter's time and charged along with the respective hourly fee. Expenses (food, travel expenses, overnight accommodation, etc.) shall be borne by the client.

The following will be charged in addition to the hourly and daily fee:

- ▶ 1/2 daily rate as a daily allowance if the interpreter does not live in the vicinity of the interpreting location and must travel to the location on the previous day.
- ▶ Travel expenses: train ticket 1st class, in the case of flights within Europe business class.
- ▶ 1/2 daily rate for briefing at customer's.
- ▶ Charging a daily fee and daily allowance shall be made for the whole duration of the respective order including the work-free day.
- ▶ The client undertakes to provide the interpreter with any available information in good time before the interpreting contract begins. The company is not liable for damage caused by failing to do so.

Interpreting from one foreign language into another entails a surcharge of 100 % on top of the basic remuneration.

Booking within 48 working hours before the interpreting work begins will entail a surcharge of 100 %.

SIMULTANEOUS INTERPRETATION FACILITIES



We offer you the use of simultaneous interpretation facilities for the successful organisation of international events.

We organise the hire and installation of:

- ▶ Cordless infra-red and interpretation facilities
- ▶ Whispering systems
- ▶ PA systems
- ▶ Discussion systems
- ▶ Recording and projection systems
- ▶ Video technology

regardless of the size of the room and the number of participants. Our facilities always conform to ISO and DIN standards.

We also take care of assembly, disassembly and technical servicing all through the event.

The prices for our systems are based on the number of languages, participants and speakers, the distance to the venue and the length of hire.

We will be only too pleased to send you a non-binding offer.

IN-HOUSE LANGUAGE TRAINING

In today's fast-moving times when businesses are increasingly confronted with a constant flow of commercial and technical innovations, it is of vital importance for all businesses to ensure that employees enhance their skills before it is too late. This also applies to foreign language skills, whether it is a question of learning new languages or building up existing skills.

Employees who are confident in English, French, Spanish, etc. when negotiating with business partners from other countries are a credit to the entire company.

We can help you to achieve this goal with our qualified teaching staff. Irrespective of whether you require individual instruction or teaching in groups, we will be only too pleased to organise classes that are tailor-made to your individual needs.

Please approach our staff for detailed information.

We will send you a quotation for language classes on request.



FRAMEWORK AGREEMENT FOR TRANSLATIONS, INTERPRETING AND OTHER SERVICES

To: Profi Schnelldienst Fachübersetzungen GmbH

- | | |
|--|--|
| <input type="checkbox"/> Mönckebergstraße 5
20095 HAMBURG | <input type="checkbox"/> Königstraße 55
30175 HANNOVER |
| <input type="checkbox"/> Leopoldstraße 1
76133 KARLSRUHE | <input type="checkbox"/> Zeil 113
60313 FRANKFURT/MAIN |
| <input type="checkbox"/> Tauentzienstraße 15
10789 BERLIN | <input type="checkbox"/> Dachauer Straße 17
80335 MÜNCHEN |
| <input type="checkbox"/> Knochenhauerstraße 11
28195 BREMEN | <input type="checkbox"/> Königstraße 54 B
70173 STUTTGART |
| <input type="checkbox"/> Oststraße 1
40211 DÜSSELDORF | |

The following framework agreement for translations, interpreting and other services (expert opinions on translations, in-house company training, photocomposition, 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 the foreign language DTP 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:

.....

Place/Date

Place/Date

Client/Company stamp
 Signature

Contractor/Company stamp
 Signature

ENQUIRY

Please fill out and send to us by fax or post:

We are interested in working with you.

Please get in touch with

Ms/Mr _____

Company _____

Tel. No. _____

E-Mail _____

regarding a meeting.

Call us about:

translations interpreting Others

In-company language training

foreign language typesetting / DTP

Please make us your free offer

for the following translation/interpreting work.

Languages _____

Scope/duration _____

Subject area _____

Others _____

We are herewith placing an order

for translation/interpreting.

Languages _____

Scope/duration _____

Delivery date/date _____

Place/date

Signature
Company stamp



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