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**DEPARTMENT OF SPECIAL SERVICES
TOWNSHIP OF UNION PUBLIC SCHOOLS
M-E-M-O-R-A-N-D-U-M**

TO: Gerry Benaquista

**C; Diane Cappiello
Julia Vicidomini
Elizabeth Esposito**

From: Kim Conti

Date: April 29, 2021

Approve Inlingua (95 Summit Ave, Summit New Jersey 07901), to provide translation and interpretation services for the 2021-2022 school year, not to exceed \$3,000.00. (Acct# 11-000-216-320-01-19)



TRANSLATION RATES 2021/2022

	... into English	English into ...	Minimum Charge
	(non-technical)	(non-technical)	(300 words or less)
	(rate per word)	(rate per word)	Into English. \$10.00 more if into a foreign language
Arabic	30¢	34¢	\$90
Bengali	34¢	36¢	\$100
Chinese	32¢	34¢ - 40¢	\$90
Czech/Slovak/Bulgarian	28¢	30¢	\$90
Danish	26¢ - 30¢	32¢ - 34¢	\$90 (up to 350 words)
Dutch	28¢	30¢	\$90
Farsi	30¢	34¢ - 36¢	\$100
Finnish	28¢	30¢	\$90
Flemish	28¢	30¢	\$90
French	22¢ - 24¢	24¢ - 26¢	\$80 (up to 350 words)
French (Canadian)	28¢	30¢	\$90 (up to 350 words)
French/Haitian Creole	30¢	32¢	\$90
German	26¢	28¢ - 30¢	\$90
Greek	30¢	32¢	\$90
Gujarati/ Tagalog	34¢-36¢	36¢-38¢	\$100
Hebrew	30¢	32¢	\$90
Hmong	32¢	34¢	\$100
Hungarian	28¢	30¢	\$90
Indonesian	34¢	36¢	\$100
Italian	22¢	24¢	\$80 (up to 350 words)
Japanese	34¢	36¢	\$100
Korean	32¢ - 36¢	34¢ - 40¢	\$100
Latvian	28¢	30¢	\$90.00
Marathi	36¢	38¢	\$110
Nepali/ Hindi	32¢	34¢	\$100
Norwegian	26¢	28¢ - 34¢	\$90 (up to 350 words)
Polish	26¢	28¢ - 30¢	\$90 (up to 350 words)
Portuguese	22¢	24¢ - 28¢	\$80 (up to 350 words)
Romanian	30¢	32¢	\$90
Russian	28¢	30¢	\$90
Serbo-Croatian	28¢	30¢	\$90
Spanish	22¢	24¢	\$80 (up to 350 words)
Swedish	28¢	30¢	\$90 (up to 350 words)
Thai	30¢	32¢	\$100
Turkish	32¢	34¢	\$100
Ukrainian	28¢	30¢	\$90
Urdu	34¢	36¢	\$100
Vietnamese	32¢	34¢	\$100
Other languages	Please call		



Notarized affidavit	\$10 per certification, \$10 into foreign language plus word count, \$25 per certified copy of a previous translation.
Rush surcharge	A rush surcharge of 25% – 50% applies. May also apply for other assignments, depending on document length.
Proofreading	Minimum charge per hour. (1,000 words/hour)

