



INTERPRETATION/TRANSLATION CLIENT RATES

Rates effective August 1, 2021

Basic Costs:

Interpretation

- **\$0.92/min (\$55.00/hr)** + \$5.00 for local travel cost if required – 1 hr minimum
- Out of town interpretation – 2 hrs minimum

Translation

- Rates vary from **\$0.22 to \$0.32/word** – minimum \$55 if less than 250 words. We charge on a per word basis. The price depends on the target language, amount of text, complexity, time frame, file format, and so forth.
- Additional courier charges based on Canada Post rates (if applicable)

Extra Costs:

- Cancellation fee if less than 48 hrs notice is given: **\$55.00.**
(If request is for more than one hour, 50% of the anticipated fee will be charged)
- Emergency interpretation requests (less than 48 hrs notice): **\$25.00 extra**
- Emergency translation requests (less than 48 hrs notice): **\$25.00 extra**

Notarization Costs: **\$30.00/document** due to availability of the notary office in partnership with KIS
\$5.00 for travel (local) to notary

If notarization is required, client must present the ORIGINAL document to the Interpretation/Translation Coordinator, and a copy of which will be taken. It is your responsibility to find out whether the documents need to be notarized.

Certified Interpretation/Translations:

If you require professional and/or accredited interpretation and/or translation services, please contact us and we will work with you on your needs.

Out of Town Costs:

Mileage rate	\$0.54/km
Travel time	\$20/hr
Accommodations	At reasonable rates
Breakfast	\$10.75 if applicable
Lunch	\$12.50 if applicable
Dinner	\$21.50 if applicable
Inactive time	\$30/hour up to 8 hr/day if requested to remain at that location



Turn-Around Times:

The time frame on translations will depend on the availability of the translator and the complexity of the document(s). The turnaround time is normally **within** 5 business days.

For certified translations, the turnaround time could be longer because the translated document(s) need to be mailed out to the agency.

For interpretation requests, please book 48 hrs in advance prior to the appointment, otherwise, an additional 'rush fee' of \$25.00 will be charged.

Contact us for a [free quote](#) or any additional information required on your translation and interpretation projects. We will aim to respond within 1 business day.

Contact Information:

Shiro Abraham
Interpretation/Translation Coordinator
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778-470-6101 ext. 102