



Translation, Interpretation & related services rates, effective March 2023

Service	Rates	Notes
Document translation	\$.20/target word	Includes proofreading by 2 nd certified translator & 5-step QA process to ensure accuracy
Rush document translation	\$.25/target word	For same day or Monday deadlines requiring work over the weekend
Document translation with formatting requirements (PDF posters, Power Point presentations, etc.)	\$.30/target word	Includes proofreading by 2 nd certified translator & 5-step QA process to ensure accuracy
Proofreading	\$.05- \$.10 target word or \$100/hr.	Depending on extent of editing & proofreading required
Remote or in-person** simultaneous or consecutive interpretation	\$135/hr. per interpreter, 2 hr. minimum \$160/hr. after 8 pm	Require 2nd interpreter for simultaneous assignments over 45 mins.*
Copy editing (English & Spanish)	\$.10/word or \$100/hr.	Depending on extent of copyediting required
Video/audio transcription	\$100/hr.	Audio/video file format specifications
Voice over video production	\$150/hr.	Spanish voice over interpretation of English videos
Portable equipment rental	\$50 rental fee + \$6 per receiver	Client is responsible for any lost/stolen receivers.
Facilitation services in Spanish	\$125/hr.	Focus or interest group facilitation
* A team of 2 interpreters is required for all sessions lasting more than 45 -60 minutes.		
** No additional fees for in-person service, within 30 minutes round trip of starting point, otherwise travel time @\$35/hr plus mileage @\$.62.5/mile.		
***Equipment rental fees are for # of receivers requested. Additional equipment to accommodate hybrid meetings or other requirements are based on current rental and shipping fees from 3rd party vendors.		
Interpretation services are billed in increments of 1 hour after the 2-hr minimum, with a 10-minute grace period.		
Any events canceled less than 48 hrs. prior to the beginning of the event will be billed for the time booked. Services are billed for the time booked, regardless of actual duration.		
To help ensure the highest quality of translation, interpretation, and related services, please provide the following for each assignment:		
Document translation: <ul style="list-style-type: none"> Purpose of the translation Target audience/literacy level Contact person in case of content questions 		<ul style="list-style-type: none"> Any existing glossary of terms Special considerations Style guide, if applicable
Oral interpretation: <ul style="list-style-type: none"> Agenda, including names of all speakers, titles & affiliations Any supporting documents that will be shared, read or referenced (Power Point presentations, articles, proclamations, etc.) For first time clients over Zoom or other virtual platform: Tech. check in advance of meeting required to confirm appropriate set-up for interpretation 		

Julie Burns, M.Ed.

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 American Translators Association-Certified Translator Spanish into English, CCHI Certified Healthcare Interpreter™
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