

RATE SHEET

Translation & editing

Four-eyes principle: one translator translates and another translator proofreads the translation, including LQA (Linguistic Quality Assurance)

	CAD	USD
English into Greek	from 0.26	from 0.22
Minimum charge for translation & editing	from 80	from 70
Hourly rate (for QA checking, linguistic testing, glossary creation etc.)	from 80	from 70

Notes

- Rates are based on the project and its requirements and then usually on the source words (for editable texts, such as Word, Excel etc.) or the target wordcount (for non-editable texts, such as PDF).
- Extra formatting work or supplementary services (such as glossary creation) are charged at an hourly fee.
- For documents with less than 300 words, a minimum fee is applied.
- For special requirements, such as weekend or holiday work and rush delivery (less than 24 hours), extra fees apply.
- Sales tax is payable only by clients residing in Canada and it is not included in the aforementioned rates.
- Invoices are usually issued at the end of each calendar month or as agreed with the client and are payable within 15 days after the delivery of the project. Any late payments shall be subject to a 10% per month late charge.