

TRANSLATION CONTRACT

This contract has been concluded between:

Translator's Name: **Roman Makogon of Roman Translation Limited**

Address:
.....
Epsom, Surrey, UK

and

Client's name:

Address:
.....

The Translator accepts the following commission*

Completion date

Format for delivery

The Client agrees to pay for this commission at a rate of £..... per 1000 source language words / hour (delete as necessary), with interest at **5%** per annum until settlement, but if payment is received within **28 days** of invoice, interest will be waived. The following specific charges will apply £.....**. The translator's Terms of Business shall apply unless modified by this contract. This contract is submitted by the Translator for the Client's agreement. One copy shall be signed by the Client and returned to the Translator.

Signed on behalf of the Client Date

Signed by the Translator Date

* Enter Client's job number or other reference and/or specify service to be provided (e.g. translation into Russian, for information only/for publication, etc).

** Enter any agreed charges, e.g. special delivery, delivery by courier, charge for disc(s), etc.