

Service	Price (\$USD)
Translation (rate per word; Word formats, 20% processing fee for other document formats) Spanish > English French > English	\$0.15- \$0.20 (higher rates may apply for very technical documents)
Minimum charge (hourly; translation)	\$45
Proofreading (hourly rate; Word formats, 20% processing fee for other document formats) English	\$40
Copywriting (rate per word) English	\$0.15-\$.0.18
Transcription (hourly) English	\$45
Applicable Surcharges : Applicable to working on PDF, hand-written, illegible text documents, etc. Rush delivery projects requiring 24-hour or weekend turnaround	20 % on price (other document formats) 50% on price (rush/weekend delivery)
Additional Languages: Other languages for services are available upon request and will be provided through partnership with trusted, native-speaking linguists.	Established upon request

Terms and Conditions:

1. All quotes sent by Rootlingua, Inc. will be free of charge and non-binding.
2. Rootlingua, Inc. will not initiate any project until the sent quote has been signed, dated, and sent back to Rootlingua, Inc. by the client.
3. Repeat clients are not obliged to sign the quote, but shall give written email approval to Rootlingua, Inc. to initiate the project.
4. Document translation projects from new clients may require a deposit.
5. All payments must be received in net 30 days from the invoice issue date. If payment is not received in full after net 30, penalties for late payment will apply.
6. All payments must be made via direct bank deposit or PayPal, or as per Rootlingua, Inc.'s instructions.
7. Discounts can be approved for certain non-profits or students upon proof of status.
8. Rootlingua, Inc. reserves the right to not provide quotes on certain projects.
9. If you request a project outside of Rootlingua, Inc.'s language combinations or specializations, a colleague referral will be provided free of charge. From the point of referral, Rootlingua, Inc. is not responsible for communications or project management.