

In Svizzera dal 1985

Membro dell'Associazione delle scuole private della Svizzera italiana e della Federazione svizzera delle scuole private

في سويسرا منذ ١٩٨٥

عضو في جمعية المدارس الخاصة في سويسرا الإيطالية وفي الفيدرالية السويسرية للمدارس الخاصة

In Switzerland since 1985

Member of the Association of the private schools in the Swiss Italian part of Switzerland and the Swiss Federation of private schools in Switzerland

## INTERPRETATION SERVICES

### TARIFF – CONDITIONS

valid from 15.01.2014

*The promotion continues!*

**BASE TARIFF for interpretation (simultaneous, consecutive, transactional) and/or accompaniment\*:**

Languages to translate in Italian and vice versa		1 hour	½ day (max. 3 hours)	full day (max. 6 hours)
1	French, English, German, Portuguese, Spanish	CHF 140.00	CHF 400.00	CHF 800.00
2	Danish, Finnish, Norwegian, Dutch, Swedish, Albanese, Greek, Latvian, Lithuanian, Slavonic languages, Polish, Rumanian, Russian, Hungarian	CHF 165.00	CHF 472.50	CHF 915.00
3	Arabic, Chinese, Hebrew, Persian, Japanese and other Oriental and Indian languages, Turkish	CHF 180.00	CHF 517.50	CHF 1'012.50

\* The base tariff applies to translations from a foreign language into Italian and vice versa.

### CONDITIONS

- Time is calculated from the moment in which the interpreter meets with the client, according to the appointment communicated in writing to our Institute.
- a) transportation costs are paid by client: 1<sup>st</sup> class train ticket, receipt of taxi, car at CHF 0.80/km.
- b) eventual board and lodging of the interpreter is paid by the client
- c) the time consumed in transportation is calculated separately (in Lugano 1 hour corresponds to half an hour of work; outside Lugano to be decided each time).
- A half day consists of a maximum of 3 hours of work; a full day consists of a maximum of 6 hours of work. Extraordinary hours are calculated as single hours.
- Minimum invoice is 1 hour of work + transportation.
- Conditions of payment: for invoices inferior to CHF 500.00 at confirmation of the order, and for superior invoices, 50% at confirmation and balance within 10 days from the invoice date.

### SUPPLEMENTS

- For translation from a foreign language into another foreign language: base tariff + 40% of the higher tariff
- Multilingual translation (from one or more languages into one or more languages): if served by the same interpreter: base tariff + 50%.
- Service rendered during the weekend and public holidays: base tariff + 80%

In case of a dispute, the Swiss Law is to be applied at the competent Court of Lugano; eventual contestations should be communicated by registered letter within 5 working days from the date of the service. Contestations made after such term shall not be considered in any way.

For translation services, please consult the relative price list.