

October 14, 2019

Cecilia López-Flores
Courts Interpreter, MLCI Spanish

Quote # 1000415

Dear Cecilia,

The following is a quote for translating the documents provided to us from English into Multiple language(s). Our estimate is based on the word count in the English language original files.

Scope of work:
























- **Translation** of the documents provided to us from English into Multiple language(s). Translation will be performed by native speakers, professional translators, with experience in the appropriate subject matter.
- **Editing** of the translated documents by professional editors/translators for consistency in terminology, meaning, and style.
- **Proofreading** of the translated documents.
- Development of the **Translation Memory** (*usually applicable for documents in source/native format*) and **Terminology** (glossary) databases. Over time, as MasterWord translates more documents for Fort Bend County Courts using Translation Memory tool, the database will grow resulting into additional cost and time savings. The Translation Memory database is the property of Fort Bend County Courts. The use of this tool will also ensure terminology consistency across all future translated content.
- **Project Management** of the entire process. The Project Management fee is waived.
- **24/7** Project Management assistance and availability.
- Supplying the electronic copy of the translation.
 - MasterWord will keep the electronic copy of the translations for a period of 3 years (unless otherwise requested by Fort Bend County Courts). Therefore, future revisions to these documents can be made without incurring the cost of retranslating the entire document.
- **Postproject assistance.** Should you have any questions regarding the translation or need to update the translated copy based on the changes in your original text, MasterWord is ready to provide our expert assistance around the clock (*additional fees may apply*).

Turnaround time:

The timeline for this project will be defined by Fort Bend County Courts. MasterWord has the resources to accommodate your turnaround. Suggested turnaround for this scope of work is 10-12 business days. If the suggested turnaround does not meet your needs, we will be glad to review an alternative delivery schedule.

Please note that in some cases rush fees may apply. Rush fees will be confirmed in writing with the client before they are incurred.

Documents included

-  Acknowledgment Regarding Immigration Consequences (stand alone) Updated .._
-  Admonishment - Right to Counsel
-  Affidavit for Deferred Adjudication
-  Affidavit for Probation
-  Affidavit of Financial Status (back)
-  Affidavit of Financial Status (front)
-  Deferred Adjudication and Nondisclosure Admonishment
-  ISR FORM
-  Misdemeanor Plea of Guilty- Nolo Contendere; Updated 05.23.17
-  Misdemeanor Plea of True; Updated 05.23.17
-  notice of judicial clemency for dependants placed on community supervision(Probation)
-  Notice of Resetting
-  Order and Court Cost Reset
-  Order of community supervision probation page 1
-  Order of community supervision probation page 2
-  Order of community supervision probation page 3
-  Order of the Court Deferring Adjudication
-  Pamphlet DWI Court
-  Special Addendum to terms of community supervision
-  Statement of Inability to Afford Payment - page 1
-  Statement of Inability to Afford Payment - page 2
-  The Fort Bend County Veterans' Court Program
-  Trial Court's Certification; Updated 2-18-16

Estimated Cost

Language Pair	Service	Unit	Rate	Quantity	Total
English - Spanish	Formatting	Hour(s)	35	5	\$175.00
English - Spanish	Translation	Exact Match	0.04	1608	\$64.32
English - Spanish	Translation	Fuzzy Match	0.08	1998	\$159.84
English - Spanish	Translation	Unique Word	0.12	9948	\$1,193.76
English - Spanish Translation Memory Savings:			\$208.56		
English - Spanish Total:			\$1,592.92		
English - Arabic	Formatting	Hour(s)	45	10	\$450.00
English - Arabic	Translation	Exact Match	0.08	1607	\$128.56
English - Arabic	Translation	Fuzzy Match	0.17	1998	\$339.66
English - Arabic	Translation	Unique Word	0.22	9948	\$2,188.56
English - Arabic Translation Memory Savings:			\$324.88		
English - Arabic Total:			\$3,106.78		
English - Chinese Simplified	Formatting	Hour(s)	45	8	\$360.00
English - Chinese Simplified	Translation	Exact Match	0.08	1607	\$128.56
English - Chinese Simplified	Translation	Fuzzy Match	0.17	1998	\$339.66
English - Chinese Simplified	Translation	Unique Word	0.22	9948	\$2,188.56
English - Chinese Simplified Translation Memory Savings:			\$324.88		
English - Chinese Simplified Total:			\$3,016.78		

Language Pair	Service	Unit	Rate	Quantity	Total
English - Gujarati	Formatting	Hour(s)	45	8	\$360.00
English - Gujarati	Translation	Exact Match	0.08	1607	\$128.56
English - Gujarati	Translation	Fuzzy Match	0.17	1998	\$339.66
English - Gujarati	Translation	Unique Word	0.22	9948	\$2,188.56
English - Gujarati Translation Memory Savings:			\$324.88		
English - Gujarati Total:			\$3,016.78		
English - Hindi	Formatting	Hour(s)	45	8	\$360.00
English - Hindi	Translation	Exact Match	0.08	1607	\$128.56
English - Hindi	Translation	Fuzzy Match	0.17	1998	\$339.66
English - Hindi	Translation	Unique Word	0.22	9948	\$2,188.56
English - Hindi Translation Memory Savings:			\$324.88		
English - Hindi Total:			\$3,016.78		
English - Malayalam	Formatting	Hour(s)	45	8	\$360.00
English - Malayalam	Translation	Exact Match	0.08	1607	\$128.56
English - Malayalam	Translation	Fuzzy Match	0.17	1998	\$339.66
English - Malayalam	Translation	Unique Word	0.22	9948	\$2,188.56
English - Malayalam Translation Memory Savings:			\$324.88		
English - Malayalam Total:			\$3,016.78		
English - Urdu	Formatting	Hour(s)	45	10	\$450.00
English - Urdu	Translation	Exact Match	0.08	1607	\$128.56
English - Urdu	Translation	Fuzzy Match	0.17	1998	\$339.66
English - Urdu	Translation	Unique Word	0.22	9948	\$2,188.56
English - Urdu Translation Memory Savings:			\$324.88		
English - Urdu Total:			\$3,106.78		

Language Pair	Service	Unit	Rate	Quantity	Total
English - Tagalog	Formatting	Hour(s)	45	8	\$360.00
English - Tagalog	Translation	Exact Match	0.08	1607	\$128.56
English - Tagalog	Translation	Fuzzy Match	0.17	1998	\$339.66
English - Tagalog	Translation	Unique Word	0.22	9948	\$2,188.56
English - Tagalog Translation Memory Savings:			\$324.88		
English - Tagalog Total:			\$3,016.78		
English - Vietnamese	Formatting	Hour(s)	45	8	\$360.00
English - Vietnamese	Translation	Exact Match	0.08	1607	\$128.56
English - Vietnamese	Translation	Fuzzy Match	0.17	1998	\$339.66
English - Vietnamese	Translation	Unique Word	0.22	9948	\$2,188.56
English - Vietnamese Translation Memory Savings:			\$324.88		
English - Vietnamese Total:			\$3,016.78		
Total Translation Memory Savings:			\$2,807.60		
Total:			\$25,907.16		

Please note for translation:

1. The estimated cost quoted above is for all provided documents. If the project scope changes (documents are revised or the number of documents changes), then the cost will be modified.
2. Rush fees (50%) may apply in some cases (if a client requests that a specific job is done on a rush basis, over night, weekend or on a public holiday), and have to be preapproved by the client **in writing in advance**.
3. **Cancellation policy.** In case of cancellation of request by the client, the portion of the work completed by the time of cancelation will be billed based on % of work completed at that moment.
4. Payment of final invoice is due within 30 days of receipt. All past due invoices will incur a 1.8% late charge every 30 days until paid in full. Credit cards are accepted for your convenience up to \$3,000.00.

We at MasterWord appreciate the opportunity to assist Fort Bend County Courts with their language needs and look forward to working with you. Our goal is to help our clients by providing the most **professional, cost-effective and convenient** language support possible.

Please do not hesitate to call me if you have any questions at (281) 589-0810.

Sincerely,

Alexander Zinchenko

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