



至尚翻译服务（上海）有限公司

Supreme Interpreting Services (Shanghai) LTD

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Suite 506, New Xuhui Business Center, 1480 Xietu Road, Shanghai

Tel: +86- 021-64261376

<http://www.translationinchina.com>



Translation Services Order Confirmation

翻译服务确认单

Service Provider 服务提供商	Client 客户
Supreme Interpreting Services(Shanghai) LTD 至尚翻译服务（上海）有限公司	Name: 公司名称:
Project Manager: Alice Han 项目经理:	Contact Person: 联系人:
Tel 电话: +86 21 64261376	Tel 电话:
Email 邮箱: alice.han@translationinchina.com	Email 邮箱:

Order Description

订单详情

Languages 语言 (English/Chinese)	Unit Price 单价 (USD)	Quantity 数量	Sub-total 小计 (USD)
exhibition stand oral interpreting 展台翻译	150/person/day		
written translation 笔译	0.18/English word		
consecutive interpreting 交替翻译	1100/person/day		
Simultaneous Interpreting 同声翻译	1400/person/day		
Bosch II SI Main Control System 博士二代同传主机	500/set/day		
Headsets 耳机+接收器	5/set/day		
Booth 同传间	80/set/day		
Technician 技术人员	130/person/day		
		Subtotal 小计	
		Total Costs 总价	

[Notes]

- Please fill in the quantity column (or describe your assignment) first and send to alice.han@translationinchina.com to get the final price before signing.
请先写明数量要求，然后发送给 alice.han@translationinchina.com 获得最终报价，然后再签署本订单。
- Other language combinations can be provided upon request, please send email to alice.han@translationinchina.com for quotation.
至尚翻译还可以提供其它语言的服务，请[联系 alice.han@translationinchina.com](mailto:alice.han@translationinchina.com) 索取报价。

3. Please note that the order will be effective once we receive the Services Order Confirmation with your signature.

请注意，一旦本公司收到经贵司签署的服务确认单，本订单即刻生效。

4. For Consecutive Interpreting and Simultaneous Interpreting services, SIS will send a proposal for client to sign as well, please contact alice.han@translationinchina.com for more details.

对于交传和同传服务，至尚翻译还会另外发送翻译合同，[请联系 alice.han@translationinchina.com](mailto:alice.han@translationinchina.com) 获取更多详情。

[Charge Instructions 付费要求]

All service fees should be paid in total before 17th, March, 2018.

所有服务费用必须在 2018 年 3 月 17 日前付清。

[Order Cancellation 订单取消]

Client will be charged 50% of total service fees for any order cancellation before the exhibition and need to bear bank fee for refunding.

如果客户在展会前取消任何订单，至尚翻译将收取总费用的 50% 作为补偿，且客户需承担退款的银行费用。

[Bank Detail 银行信息]

All payment must be made into the below bank account before 17th, March, 2018.

Bank: Bank of China , Shanghai Damuqiao Road Sub-branch
Beneficiary's name: HAN HUI JIE
Account: 621785 0800013295983
Bene's Banker Name& Address: Bank of China, Shanghai, Damuqiao Road Sub-branch No.123 Da Mu Qiao Road, Shanghai, China
Swift Code: BKCHCNBJ300

Supreme Interpreting Services (Shanghai) Client:
LTD.

至尚翻译服务（上海）有限公司

Stamped 盖章

Stamped 盖章

Rep Signature

代表签字:

Director 总经理

Supreme Interpreting Services (Shanghai) Ltd.

至尚翻译服务上海有限公司

Date 日期:

Date 日期: