

LETTER CRAFTS



PERSONAL TRANSLATION

PERSONAL

This case study outlines our successful and comprehensive translation and notarization services for customers seeking legalization of documents for international use. Our efficient process ensures instant delivery and accurate translations, making us a preferred choice for clients with diverse requirements.



CLIENT COMMUNICATION AND QUOTE

We instantly respond to our customers when they reach out with their translation and legalization need, by sending a detailed quote. The quote includes the translation cost, notarization fees, integration expenses, and the designated cost center for their specific project. This allows clients to make informed decisions based on their budget and requirements.

SWIFT INITIATION

When our client confirms the quote, we begin the process, which takes up to 24 to 36 hours, depending on the document's complexity and volume. Our dedicated team of professional translators begins the translation process while simultaneously handling notarization requirements. The streamlined workflow ensures that translations are initiated swiftly.

NOTARIZATION

After completing the draft translation, we proceed to notarization. This critical step ensures the translated documents are legally certified and recognized internationally. Our notary lawyer from HOH ensures the documents' authenticity and subsequently sends them for SAL authentication. Once the notarization process is complete, we provide clients with a soft copy of the notarized document. For added convenience, clients have the option to collect the hard copy from the lawyer's office or request courier delivery for an additional fee.

PROJECT COMPLETION

Our commitment to precision, timely delivery, and attention to detail results in successful project completions. Our clients receive their notarized and legalized documents ready for use in both, national and international settings. This efficiency and professionalism build trust with clients, encouraging them to rely on the company's services repeatedly.



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