



2025 Rate Sheet

CONTRACT DISCOUNT

- Linguistica appreciates long term relationships. If you decide to establish an agreement, contract, MOU, or a retainer, for services (more than 6 events in a calendar year), we will deduct 10% off interpreting services. Discount will not apply to the equipment usage fee nor the mileage fees since they are billed at cost, and are just a passthrough fee.

REMOTE/ZOOM INTERPRETATION:

- **Spanish Interpretation-** \$130/hr. with a two-hour minimum for Spanish Simultaneous Interpretation, per interpreter, during regular business hours from 8:00am-5:00pm PST. Additional time past the 2.0 hrs. will be billed at the hourly rate for the minutes past the agreed/forecasted timeframe. Please see guidance on additional charge below if your meeting is after regular business hours or on a weekend (8:00am to 5:00pm)
- **Hmong/Punjabi interpretation-** \$185/hr. with a two-hour minimum for Hmong and Punjabi Simultaneous Interpretation, per interpreter, during regular business hours from 8:00am-5:00pm PST. Additional time past the 2.0 hrs. will be billed at the hourly rate for the minutes past the agreed/forecasted timeframe. Please see guidance on additional charge below if your meeting is after regular business hours or on a weekend (8:00am to 5:00pm)

IN-PERSON EVENTS/INTERPRETING WITHIN 100 MILE RADIUS:

- **Spanish interpretation-** Half-day rate (4hrs) at \$500/per Spanish Simultaneous Interpreter (4 hours include travel time, early arrival, and event participation). Full-day rate (time reserved past 4hrs. including travel time, early arrival, and event participation, but up to 8 hours) at \$800/per Spanish Simultaneous interpreter for events within a 100-mile radius of our office.
- Any time past the minimum rate will be billed at the hourly rate of \$130/hr. for regular business hours for the minutes we go over in increments of 15 minutes, per interpreter. Please inquire for events past regular business hours.
- Please ask for an estimate for events beyond a 100-mile radius and/or if outside of regular business hours or on a weekend.
- **Hmong/Punjabi interpretation-** Half-day rate (4hrs) at \$530/per Hmong or Punjabi Simultaneous Interpreter (4 hours include travel time, early arrival, and event participation). Full-day rate (time reserved past 4hrs. including travel time, early arrival, and event participation, but up to 8 hours) at \$950/per Hmong or Punjabi Simultaneous interpreter for events within a 100-mile radius of our office.
- Any time past the minimum rate will be billed at the hourly rate of \$185/hr. for regular business hours for the minutes we go over in increments of 15 minutes, per interpreter. Please inquire for events past regular business hours.

IN-PERSON EVENTS/INTERPRETING BETWEEN 101-200 MILE RADIUS:

- **Spanish interpretation-** Flat fee of \$1,200 (up to 8 hours of service) per Spanish Simultaneous Interpreter (includes travel time, early arrival, and event participation).
- Any time past the minimum rate will be billed at the hourly rate of \$130/hr. for regular business hours for the minutes we go over in increments of 15 minutes, per interpreter. Please inquire for events past regular business hours.
- Please ask for an estimate for events beyond a 200-mile radius and/or if outside of regular business hours or on a weekend.
- **Hmong/Punjabi interpretation-** Flat fee of \$1,350 (up to 8 hours of service) per Hmong or Punjabi Simultaneous Interpreter (includes travel time, early arrival, and event participation). Any time past the minimum rate will be billed at the hourly rate of \$185/hr. for regular business hours for the minutes we go over in increments of 15 minutes, per interpreter. Please inquire for events past regular business hours.
- Please ask for an estimate for events beyond a 200-mile radius and/or if outside of regular business hours or on a weekend.

WEEKENDS OR AFTER REGULAR BUSINESS HOURS:

- Requests for service after regular business hours (8:00am to 5:00pm) will be billed at an additional rate of \$20/hour.
- Requests for service on weekends (Saturday and Sunday) will be billed at an additional rate of \$20/hour.

MILEAGE

- Mileage rate billed at current Federal Mileage Rate (Round trip).
- Mileage will vary based on where the interpreter is traveling from.

Linguistica Interpreting and Translation, LLC
www.linguisticateam.com
(559)853-7671
info@linguisticateam.com

Current rate sheet, version 1.25.25

CREDIT CARD PROCESSING FEE

- If you would like to pay via a credit card, a 4% fee will be added to the total to cover the processing fee.

LATE FEE

- Unless otherwise agreed upon via written contract, a 10% late fee will be added to the total if not received within 30 days. If you have any questions, please feel free to call us at (559) 853-7671.

IN-PERSON HOTEL ACCOMMODATIONS:

- Typical travel time both ways average 2 hours if within the Bakersfield/Fresno area. Events further than 100 miles in distance will be billed for travel time as well as overnight fees when needing to arrange logistics for an early start, business class hotel expense, and current State of California per diem expenses if deemed necessary, including parking, and any tolls incurred and/or airfare/travel arrangements as agreed.
- Clients may cover hotel accommodations on their end or reimbursement costs will be included in an invoice following the event.

CANCELLATIONS:

- We will need a cancellation notice within 48 hours of the meeting. If we are not notified within 48 hours, we will bill for the time that had been reserved. We will also bill for additional costs acquired such as flight costs and other reservations if deemed necessary.

MEETING LOGISTICS:

- Any meeting past 60 minutes in length, heavy in content, technical or that will be recorded requires 2 interpreters to take turns interpreting the meeting.
- If any check-in's, practice sessions, or dry runs are required, time will be billed in the same manner as interpretation.
- Meeting facilitation and coordination will be billed at the minimum rates for in-person/online interpretations per representative.
- Materials ahead of the meeting timeframe are greatly appreciated so that we can ensure preparation on our end.
- Additional language requests available, and vary in pricing by representative, and logistics. Please inquire.

INTERPRETING EQUIPMENT

- If you need us to provide interpretation equipment, we can be of support. The equipment use fee for interpreting equipment is \$100.
- If the devices are lost/stolen/misplaced/not returned by users, Linguistica will additionally bill for material replacement costs at the following rates: Transmitter: \$150 each, Receiver: \$75 each, Headset: \$10 each. If the interpreting equipment is stolen from a meeting site, due to negligence for care/security on the client's side, the equipment lost will need to be replaced, including the charging dock station which is valued at \$380.
- Linguistica will conduct equipment registration, and has numbered each device to attempt to avoid this issue. Our staff will hand out and take inventory before leaving the site to make time to double check for any missing equipment. Each case contains 30 Receivers and 2 Transmitters.

MEETING RE-RECORDINGS:

- Audio re-recordings are billed at a rate of \$11.50 per minute. This pricing does not cover transcription or subtitles and applies to Spanish, Hmong, and Punjabi. Other languages available by request.

TRANSLATION SERVICES:

- Translation Services for Spanish (no rush): .25 cents/word
- Translation Services for Spanish (rush delivery): .35 cents/word
- Translation Services for Hmong and Punjabi (no rush): .35 cents/word
- Translation Services for Hmong and Punjabi (rush delivery): .45 cents/word
- Projects Under 380-word count in Spanish: Flat fee of \$130 Proofing/Editing time billed at a minimum fee of \$130/hr. Any time after the hour is billed in a 5-minute increment. Projects Under 380-word count in Hmong and Punjabi: Flat fee of \$185 Proofing/Editing time billed at a minimum fee of \$185/hr. Any time after the hour is billed in a 5-minute increment.
- Rush fees for translation are based on the size of the request, and turnaround time, and take weekend requests into consideration.
- As an example: A small (up to 350 words) no-rush request is usually submitted within 48-hr. turnaround.

Linguistica Interpreting and Translation, LLC
www.linguisticateam.com
(559)853-7671
info@linguisticateam.com

Current rate sheet, version 1.25.25