

YOUR SWORN TRANSLATION

IN 5 EASY STEPS

Do you need an English-Spanish or Spanish-English sworn translation (*traducción jurada*)? This is the process you should follow:

SOURCE AND TARGET LANGUAGES

1 This might seem obvious, but the language combination will trigger a different legalisation process -if applicable- depending on the target language and destination.

LEGALISATION (IF APPLICABLE)

2 You need to check whether your documents require legalisation or an apostille. Local legislation varies.

E-MAIL A SCANNED COPY OF THE DOCUMENTS

3 Next, you need to send a scanned copy of the documents by e-mail for a quote -sending original documents by post can entail some risk and slow down the process. Please make sure that the scanned copy is fully legible and of good quality. Everything, including stamps, seals and letterheads, must be translated.

HARD OR DIGITAL COPY?

4 Sworn translations in digital / electronic format are now available. A digital certificate is attached to the translation verifying the sworn translator's identity. However, you should check with the recipient whether they will accept a digital copy.

RECEIVE YOUR SWORN TRANSLATION

5 If you accept the quote, I will proceed to the translation. Once completed, I will send it to you by post or by e-mail (if a digital copy is acceptable).