



Translation Services Presentation



AL WADI

BEYOND EXPECTATIONS



About Us

Confidentiality

- At **ALWADI**, we treat all projects with a high degree of confidentiality.
- Our clients' information and data will only be disclosed to the concerned translator and proofreader. If necessary, we may sign a Confidentiality and Non-Disclosure Agreement with the client.
- A signed copy of our non-disclosure agreement is available on request.

Liability

We always respect the deadlines agreed upon. However, we will not be held responsible for any delay due to the client's omission to provide the project on time or if the client needed to make modifications on the source document.



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Our Services

- ❑ **Welcome to ALWADI world of Translation:**
- ❑ **ALWADI** meets all your needs for high-impact; professional translation, localization, and editing of any document in all major languages for corporate clients and individuals nationwide and worldwide at responsible pricing and within agreed deadlines.
- ❑ We offer our clients comprehensive, custom language services tailored to the needs of each industry through our professional team of experienced translators and editors holding higher degrees in translation and linguistics in addition to an in-depth knowledge and experience in the subject matter of the given project.
- ❑ Whatever the specifications submitted upfront, **ALWADI** will work extra miles for you.



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Translation Services



Using our **Ministry of Justice** certified, *Legally Sworn* Translators, **ALWADI** offers you timely professional & accurate work at extremely reasonable rates for Translation, Interpreting, Instant Translation (Translation-on-Demand), Sign Language, Localization, Publishing & Consulting.

Our Translation Services include:

- ▣ **Legal translation:** Articles of Association into the target language Indictments, rulings, resolutions Contracts, agreements, undertakings Powers of Attorney.
- ▣ **Medical Translation:** Translation of Medical declaration forms Cultural History and physical examinations Layout Consultation reports.
- ▣ **Website Localization:** Translation into the target language Cultural adaptation Layout Adjustment Source code translation.
- ▣ **Technical Translation:** User guides sworn translation Hardware specifications with competent local authorities Software specifications Software manuals.
- ▣ **Marketing Translation:** Product brochures Flyers Catalogs Tourism guides.
- ▣ **Certified Translation:** Signed and sealed by sworn translation Legalization with competent Local authorities shipping to destination country.
- ▣ **Financial Translation:** Financial Statements Financial Analyses Balance Sheets Trial Balances.
- ▣ **General Translation:** Fashion Cosmetics, Arts & Sports.



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Translation Services



☐ **Legal translation**

☐ Below is a list of the legal documents that we translate:

- ☐ -Articles of Association
- Indictments, rulings, resolutions
- Complaints
- Claims
- Forensic reports
- Contracts, agreements, conventions, undertakings
- Birth/ Death/Marriage/Divorce Certificates
- Trademarks
- Patents
- Powers of Attorney
- Rules & Regulations
- Registration of Partnerships
- Real Estate Documents
- Tender Letters
- Purchase or Sale Agreements



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Translation Services



- ▣ **Medical Translation**

- ▣ Our medical translations include:
 - ▣ -Study results
 - ▣ -Patient rights
 - ▣ -Prescriptions
 - ▣ -Medical summaries
 - ▣ -Medical declaration forms
 - ▣ -History and physical examinations
 - ▣ -Consultation reports
 - ▣ -Operative reports
 - ▣ -Discharge summaries
 - ▣ -Conditions of admission
 - ▣ -Treatment plans
 - ▣ -Laboratory test results



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Translation Services



Website Localization

- ▣ Your website is your identity card that enables you to introduce yourself to your prospective customers around the globe. While a monolingual website limits the number of potential visitors, a multilingual website will increase your business opportunities and get you more visitors and publicity.
- ▣ Our expert translators will introduce your business to the outside world and make it appear local to your target market by translating and localizing your website into different languages, considering the cultural sensitivity of your online visitors.

Technical translation

- ▣ Our technical translators offer accurate, high-quality technical translation for your technical subjects to make your products, hardware, software, and devices more accessible and understandable to your particular audience and general public.

We translate:

- ▣ -User guides
- ▣ -Hardware specifications
- ▣ -Software specifications
- ▣ -Software manuals
- ▣ -System Requirements Specifications
- ▣ -Specifications updates
- ▣ -Requests for Proposals
- ▣ -Datasheets
- ▣ -Data books



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Marketing Translation

- We tell your story and translate your marketing materials by customizing them according to the culture and environment of your target customers.
- Our marketing translators not only have excellent linguistic skills, but they also enjoy a sense of creativity and cultural awareness.

□ we translate:

- -Product brochures
- -Service brochures
- -Datasheets
- -Booklets
- -Flyers
- -Catalogs
- -Newsletters
- -Presentation slides
- -Product sheets
- -Press releases
- -Tourism guides



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Translation Services



☐ Certified Translation

- ☐ We provide a **certified translation signed & sealed by a sworn and certified translator** for your marriage/divorce/birth/death certificates, academic diplomas, powers of attorney, financial reports, medical reports, judicial decisions, and other general-purpose documents to be accepted as a certified translation of the source documents.
- ☐ We also offer **legalization services** with the competent local authorities in UAE (Notary, Ministry of Justice, Ministry of Foreign Affairs) and shipping to your country.

☐ Financial Translation

- ☐ As transnational or multinational corporations are increasingly expanding their business overseas and have become a central place in the world, financial translation became an existential necessity for all business people.
- ☐ Whether it be **Financial Statements, Financial Analyses, Balance Sheets, Trial Balances, Statements of Cash flows, Annual Reports, Audit Reports, Economic Reports, or Bank Studies**, **ALWADI's** expert translators will translate your financial data according to the financial structure of the target language-speaking country.



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General Translation

- We provide general translation services in all major languages for documents and articles with everyday terminology covering non-technical areas, including, **fashion, cosmetics, sports, art, leisure, entertainment, food, music, travel, education, human resources & environment.**

Language Solutions:

Editing

Stay in the Credibility Zone through a Perfect Communication :

- Internal Regulations, Policies & Procedures, Memos, Quality Manuals, Recruitment Contracts, Agreements, Notes to the Financial Statement, Emails, Letters, Minutes of Meeting.
- Our editing experts will edit your documents entirely by rearranging your sentences, deleting misplaced words, and substituting incorrect, vague words with specific ones and will give your documents a consistent look.

You Wrote What You Meant and we Correct What Is Read:

- We will make your essay, magazine article, manuscript, and any other professional or personal document flow naturally and ready to be read. Our editing experts will correct the formatting, grammar mistakes, and misspellings and replace overused words.

□



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- **Subtitling**

- We offer subtitling services from and into **Arabic, English**, with the highest standards of quality, due consideration of all idiomatic and cultural nuances, and maximum synchronization between the source and target languages.

- We Translate:
 - - Documentaries
 - - Movies
 - - Sitcoms
 - - Drama series
 - - Commercials
 - - Corporate presentations



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Translation Services



- ▣ **What do we need to subtitle your program?**

- ▣ Scripts, Images, Soundtracks.

- ▣ **Transcription**

- ▣ We offer transcription services for your audio files in **Arabic & English**.

- ▣ **We transcribe recordings of:**

- ▣ Conferences
- ▣ Seminars
- ▣ Interviews
- ▣ Training sessions
- ▣ Courses
- ▣ Presentations
- ▣ Meetings

- ▣ **We work from:**

- ▣ Cassettes
- ▣ CDs
- ▣ DVDs
- ▣ Digital sound files

- ▣ Transcripts are delivered via email in Word document.



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ALWADI Experience

We provide:

- ✓ **Attestations service** : from DED, DCC, MOJ, MFF and DMCC
- ✓ **Smart Translation Process:** Translators → Proofreader → Chief Editor → Printing → Binding → Signing & Stamping
- ✓ **Professional Legal Sworn Translators:** *Duly authorized by Ministry of Justice*
- ✓ **Specifications** :A4 page, 250 words / pg, 25 lines / pg, normal time line delivery (4-5 working days), urgent delivery within 24 hrs.
- ✓ **Delivery Method:** Direct & *Free of charge* for regular clients.
- ✓ **Paper type:** available **Special Binding** with a cost of AED 35/- per document. For Wills & certificates.
- ✓ **Please note:** Local market use technically fonts of 14-16 in size, double spacing, We use the font size for Arabic: 12- Arial & for English: 12- Calibri/ in a Single spacing - Regular.



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Contact Us

Find out how we turn your needs into fruitful results

For Free consultation & information please contact us

ALWADI Translation Services

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