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Papyrus Translations Ltd.

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# About

Papyrus Translations Ltd. has been seamlessly serving Russia and Europe's translation needs since 1999. Presently, we are one of North-West Russia's leading language solution providers.

Since our inception, some of Europe's leading companies have entrusted Papyrus Translations Ltd. with their long-term language contracts. Please visit our <u>Clients</u> page for a detailed listing of our existing partners.

Papyrus Translations' unparalleled team of 11 in-house and more than 60 freelance fluently trained translators affords our clients a comprehensive range of professional language solutions. Whether your business is seeking large-scope <u>Translation</u>, <u>Interpretation</u>, <u>Website Localization</u> and/or <u>Software Localization</u> assistance, we are poised to undertake your long-term requirements.

At Papyrus Translations, we specialize in high-quality translations from all the major European and Asian languages into Russian and vice versa. To ensure the highest standards of excellence, all of our translations are performed by professional native-speaking translators and/or are verified by native-speaking editors. With Trados 6.5—the most advanced non-machine translation production technology available today— as our standard tool of choice, our clients are assured of top-notch efficiency and accuracy. That's because Trados 6.5 is the only translation memory (TM) solution to combine a rich and proven set of client functionality with the efficiency of Internet-based access to TM databases.

As a subset of our translation services, Papyrus Translations also provides consecutive interpretation from Russian to English and back. Our target clients are European companies that have projects or business contacts in the North-West region of Russia.

As complementary services, Papyrus Translations also offers website localization and software localization. What this means for our clients is that no matter how complex their requirements or what technology they use, we are now fully capable of creating new websites from scratch and of localizing existing websites and software documentation. Our in-house web design company, Fele Design, offers full-scale websites of all types and sizes.

In addition to the aforementioned specialties, Papyrus Translations Ltd. offers an eclectic array of add-on services. From text processing and mass duplication of printed, electronic, audio and video materials to mockup, design layout and publication of the materials we translate, we are your one-stop linguistic solutions provider.

For additional information on our various services, please go to our individual <u>Services</u> pages.





# Services

Papyrus Translations Ltd. serves our clients in four main capacities:

• **Translation**—For close to a decade, we have been meeting the translation needs of many of Russia and Europe's leading businesses and organizations. We pride ourselves on our accuracy and professionalism and back all of our translation services with a commitment to excellence. Rest assured that every foreign document you entrust us with will be translated and/or verified by a native speaker. We support translations between Russian and all the major Asian and European languages. For a comprehensive listing of the languages we cover, please click through to our Translation sub-page.

• <u>Interpretation</u>—While not our central focus, we do provide several of our clients with consecutive interpretation from Russian to English and vice versa, and we are always interested in adding new long-term clients to our customer base. For a list of our interpretation subject matter specialties, please click through to our Interpretation sub-page.  Website Localization—By partnering with our very own professional web design firm, Fele Design, we can design from scratch or modify your existing web presence so that it is accessible, user friendly and culturally suitable to your target audience. From websites to brochures to product catalogues, our design professionals can assist you in visually and compellingly reaching a wider global audience.

• <u>Software Localization</u>—By incorporating native-speaking syntax and colloquialisms across your software documentation, we make it fluid and more accessible to a global audience. Through the seamless integration of database records, asp files, help files, etc., your software becomes amenable to the millions of Internet users who speak a language different from your own.

In addition to the aforementioned specialty areas, we also offer a wide range of add-on services. We can take your raw drafts and transform them into publication-ready communication. Once professionally translated, we can text process, mass duplicate, mock up, design layout and publish your materials, thus making us your overall linguistic solutions provider.

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## Services Translation

Performed and verified by native-speaking professionals, we specialize in translating all the major European and Asian languages into Russian and vice versa. Our translation skills support the following languages:

- English, German, French, Italian, Spanish, Dutch, Danish to Russian
- Russian to English, German, French, Italian, Spanish, Dutch, Danish
- Japanese, Korean, Chinese to Russian
- Russian to Japanese, Korean, Chinese

Our translation tool of choice is Trados 6.5, the only non-machine translation memory (TM) solution to combine a rich and proven set of client functionality with the efficiency of Internet-based access to TM databases. The most advanced translation production technology available, Trados 6.5 enables us to provide our translation clients with consistency, efficiency and guaranteed industry-standard terminology, all without ever relying on machine translation. Our emphasis is on large projects, and with a significant portion of our staff holding higher degrees in technical subjects, we are especially well-equipped to handle technical documentation and other complicated text.

We regularly work with the following file formats:

- Word
- Excel
- PowerPoint
- PDF
- HTML
- PageMaker
- Quark Xpress
- hard copy





## Services Translation

#### Our translation rates are as follows:

From	То	Euro / source word
English, German	Russian	0.08
French, Italian, Spanish	Russian	0.09
Danish, Dutch	Russian	0.11
Japanese, Korean, Chinese	Russian	0.18

From	То	Euro / source word
Russian	English, German	0.08
Russian	French, Italian, Spanish	0.09
Russian	Danish, Dutch	0.11
Russian	Japanese, Korean, Chinese	0.18

Euro / Additional services hour DTP\* 30

\* For Word, Excel, PowerPoint and HTML files, all formatting is preserved. The above rate refers only to DTP in PageMaker, Quark Xpress or PDF or to source material that has been provided as hard copy and for which the client wants the translation to look exactly the same in Word, Excel or any other format.

In addition to translation, we also offer proofreading, copyediting, creation and use of terminology databases, editing, literary and stylistic refinement, technical and literary editing, revision of documentation and cultural adaptation. Please <u>Contact Us</u> for additional information on these services.

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# Services Interpretation

Papyrus Translations Ltd. provides consecutive interpretation from English to Russian and Russian to English. Our main fields of interpretive expertise include the following:

- Technical
- Environmental protection
- Hazardous waste management & water treatment
- Agriculture
- Economy & finance
- Local government
- IT

Our basic rate for interpretation is affordably priced at 15 Euro/hour (3 hours minimum) or 150 Euro per day.

Our interpretative regions of coverage currently include the following Russian oblasts:

- Pskov
- Novgorod
- Moscow
- Saint-Petersburg
- Tver
- Vologda

+7 911 361 91 91 info@ptranslations.com If you are a European company outside our coverage area with projects or business contacts in the North-West region of Russia and would like to engage our interpretation services, please Contact Us. Oftentimes, we can arrange our schedules to accommodate distant locations. We always recommend, however, that you arrange for Papyrus Translations' interpreters well in advance of your upcoming projects, as the demand for our services is increasing and our schedule fills up quickly.





# Services Website localization

Papyrus Translations' team members are experts when it comes to understanding the needs and interests of a global audience. That's because we work with worldwide clientele on a daily basis. Nowhere else is the demand for an accessible, user-friendly and culturally suitable image more pressing than the Internet.

If you're seeking to join the Internet ranks with a new website or you simply wish to rev up your existing Web presence, look no further than Papyrus Translations. What sets Papyrus Translations' website localization services apart from the competition is our professional web design firm, Fele Design.

That's right, in addition to our Translation and Interpretation business, we also manage a separate business entity whose sole focus is website and software localization. That way, when one of Papyrus Translations' clients asks for a website translation, a brochure design or a product catalogue, we can accommodate them. Owned and managed by the same team, Fele Design adheres to the same standards of excellence Papyrus Translations does.

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## Services Software localization

For nearly a decade, Papyrus Translations Ltd. has been offering its clients website and software localization services. After all, who better to assist you in maximizing your market share in foreign-speaking countries than translation experts? Whether you're seeking to localize your software manuals, marketing materials, branding, interface, and/or website for a specific language and country or a global audience, Papyrus Translations and our professional web design team at Fele Design are poised to assist you.

Thanks to our cutting-edge language localization tools, we can extract text from your HTML coding or software files without altering the code. Armed with that imbedded text, we flawlessly translate it into the language(s) of your choosing so that it is user-friendly and idiomatically correct for your target audience. Finally, we seamlessly reinsert it into the original program or file, thereby facilitating content management, even when handling multiple languages. Of course, depending on your specific requirements, a wide variety of elements must also be taken into consideration when localizing your software. Please <u>Contact Us</u> to discuss your specific needs and concerns.







Papyrus Translations has worked with numerous national and international clients across a wide range of industries. While you may recognize several of the businesses mentioned in our client list, well-known or obscure, large or small, we treat every client as if they are our most important one. An alphabetical listing of our current and former clients follows.

ABB Lummus Global Aeroflot Alrosa ArcticGas ArtGraphics Design Audi Aviatechnologia Baltica Breweries BaseGroup Lab **BKC Language School** Commersant Publishing House Compag COWI A/S Daimler Chrysler DekoGroup Delar Construction DiArchi DJ Tools Magazine Empire of Light Magazine Food-Line

GazInstrov Grakiaer Staldbvg A/S Haas Hewlett-Packard HV-Turbo A/S Ibredkrakhmalpatoka Information Business Systems Intelservice Center Karakudukmunai Kaspersky Lab Kuehnle, Kopp & Kausch AG Lex Vogel Lind Jensens Maskinfabrik A/S Local Government Denmark LOQUAX Maxxtro NPN Holdina Pallada ParallelGraphics

Ford

PRP Weber Shaendwick Reactor Critical Rosneftegazstrov Russian Investors Russian Ministry of Taxation Samson A/S Skov A/S SoyuzNeftegaz New Technologies TACIS Tjaereborg Industri A/S Trans EuroAsia Transclear AS Turbovent A/S Uralsib Financial Corp. WebMoney Westfalia Separator AG Yavaskyla Polytechnic YUKOS

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# Clients Testimonials

At Papyrus Translations, we believe that the truest testament to our capabilities comes directly from the clients we've worked with. A satisfied customer is a repeat customer and we look forward to adding you to our ever-growing client base. If our commitment to excellence is not enough incentive to entrust your next translation, interpretation, website localization or software localization project with us, we believe the following testimonials will set your mind at rest.

#### Financial Corporation URALSIB, Ilyas Ibragimov:

By all accounts, the annual report translation your agency performed of our "NIKoil" group and joint-stock bank meets the highest standard of quality (this is the opinion of an international expert). We are looking forward to working with you again.

### Kaspersky Lab, Natalya Koulchitskaya, product localization engineer:

To my opinion, Papyrus Translations is one of the best Russian market translation agencies Kaspersky Lab has ever worked with. All the translation orders were completed in due time and we truly enjoyed the accuracy of the translation and the precision of the proofreaders' amendments to the foreign language documents. The most important point to us was that Papyrus Translations delivered the highest quality translation, which was much appreciated by our partners in various European countries. This is really very important because generally it is not easy for us to rely upon other agencies. That's because we never know if they pass off our orders to the qualified or less experienced translators.

I wish Papyrus Translations further success and hope that it will keep on adhering to its principle of meeting he highest professional standards!

#### COWI A/S Denmark, Kaj Juhl, project manager:

This is to confirm that COWI A/S has since 1998 engaged Papyrus Translations for assistance on our internationally financed projects in Pskov and Novgorod Regions, Russia. The projects in question have entailed consultancy services and project implementation within the fields of urban water supply, urban sewerage systems, agriculture and improvement of municipal services, ie on a total of six





# Clients Testimonials

major projects. Papyrus Translations have assisted us on interpretation, translation, logistic, liaison with authorities and with specific professional consultancy input on the projects as well. We have been very satisfied with the high quality of these services and with the timely and cost competitive performance of the company.

### Software Company "Buka," Ilya Chentsov, translation coordinator:

Papyrus Translations has more than once helped us when we needed high-quality translation of large texts under a tight schedule. Papyrus has also expertly proofread the translations, thus saving us a considerable amount of time. All our translations were completed at the highest professional level.

### Aeroflot JSC, Irina Biletova, senior expert of the marketing department:

The marketing department of Aeroflot JSC expresses gratitude to Papyrus Translations for prompt and competent translation of the menu cards used in our flights. We are looking forward to working with you again.

#### Anchor English, UK, Chris Kennard:

Anchor English has been happy to be associated with Papyrus Translations for over two years now. We have always found them to be a diligent and very businesslike company who conduct their dealings in a friendly but efficient manner. Our association so far has been a rewarding one and we hope it will continue. We wish the company the very best for the future.

#### BaseGroup Labs, Alexey Aroustamov:

BaseGroup Labs has been cooperating with Papyrus Translations for several years. Most of the information contained in the English part of our website was translated by this agency. Working with Papyrus is very comfortable—the translations are completed to the highest quality standards and are always returned to us in due time, despite the abundance of specific terminology in our documents.

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### HV-Turbo A/S Denmark, Jens Ole Christensen, project manager:

We are very satisfied with the high-quality and promptness of Papyrus Translations' work. We pleasurably anticipate that our cooperation will continue in the nearest future.

### Closed Corporation "Karakumdukmunay," Dmitry Krynochkin:

We hereby confirm that our specialists have received and read the translated documents. Thank you for the perfectly done job! I am going to send you more documents for translation shortly.

#### Intelservicecentre, Grigory Schichko:

I was glad to receive the German translation performed by your agency. Thank you for such well done work! I was happy to find out that my choice in translation agencies was the correct one. Working with you was a pleasure for me. I hope that our future cooperation will prove fruitful and mutually advantageous.

#### Closed Corporation "GasInStroy," Natalya Krivoshey:

Thank you for the executed work. We enjoyed the quality and promptness of your performance.

#### Javaskyla Polytechnic, Mohammed Abioqa:

I am very grateful to Papyrus Translations. It was a pleasure to work with you. As soon as I need to translate more documents, I will contact you.

#### Information Business Systems, Vladimir Okunev:

Thank you for the good job, which was done so promptly! We are looking forward to fruitful cooperation with you in the future.

#### TRANSCLEAR S. A. Switzerland, Atilla Paulovitz:

Thank you for the prompt and high-quality translation. When we need to translate more documents, we will not hesitate to contact you.





# Contact Us

Papyrus Translations Ltd. welcomes your feedback and/or questions. If you need additional information before making a hiring decision or you're ready to proceed with your translation, interpretation, website localization or software localization requirements, feel free to contact us via the most convenient mean listed below.

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