ORDERING PROCESS:

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| Ordering Process: Request can be received by the following methods: |
| Email: customers@ideatranslations.com |
| Online: [https://customers.ideatranslations.com/](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcustomers.ideatranslations.com%2F&data=05%7C02%7CKathy.L.Paquette%40maine.gov%7C3bd680e7264b4543593d08dc2685c923%7C413fa8ab207d4b629bcdea1a8f2f864e%7C0%7C0%7C638427603608739130%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=1jZHl8933tObvIdaZnpSmrT%2F9jZwbe3AW0l0sN2qq5w%3D&reserved=0) |
| Available via telephone at 860-781-6377 |
|  |
| **Fixed Cost Per English Word rate for the twelve (12) most common languages:** Spanish, Arabic, French, Somali, Lingala, Vietnamese, Kinyarwanda, Khmer, Portuguese, Chinese, Russian, Swahili | **$ 0.13** |
| **Proposed Fixed Cost Per English Word rate for other languages:**  | **$ 0.17** |

**Additional Rate:**



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| **Formatting and Desktop Publishing Rates** | **$ 20.00/hour** |

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| **Proposed Fixed Cost for another language to English** | **$ 0.17**  |