

Quality

Certified Translators

Documents are translated by professionals who are highly experienced in the translation of legal documents. Many of our translators are retired or active attorneys who also have degrees in translation or linguistics. They are well versed in legal terminology and many are experienced in common law and civil law from different parts of the world.

Dedicated Project Manager

As our client, you will have an assigned account manager, who will be your main contact for all matters related to your account.

Translation Memory Technology

Our Core Project Managers (CPMs) have been certified in using the latest technology provided by SDL/TRADOS, the world's leading translation memory (TM) software vendor. This certification is a standard of excellence in SDL/TRADOS software knowledge.

Why are translation memory (TM) tools important to you?

- Speeds up the translation process and reduces the overall costs of translations by identifying repeated words and phrases.
- Ensures terminology consistency and quality across all translations which creates and stores multilingual glossaries of your translations.

Bel Air
Language Services

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120 Languages & Dialects



Bel Air
Language Services

*Translation Services for
Attorneys and Law Firms*

Company Overview

About Bel Air Language Services Legal Support Services

By combining experienced language professionals, expert project managers, and the latest technology with our documented quality control processes we guarantee world class deliverables to our clients. Our legal translation services include document translations, full litigation support, early case assessment and first look review of case documentation. We also use innovative technology to make the entire ECA process and ESI review easier and more cost effective than ever before.



Special Services for Attorneys

Presentation Preparation Assistance

Assistance with multilingual presentations (flip charts, etc.)

- Bibliographic coding
- Data capture
- Document management system

Summary Legal Translation

For larger caseloads, our human-aided machine translation (HAMT) is a good solution. This process gives you enough insight to choose which documents you want translated with 100% accuracy. Although HAMT does not provide the same level of quality and accuracy as our professional, human translations, it does offer a high enough level of quality to allow you to make your critical decisions about allocating your resources to those documents requiring closer scrutiny.

Basic Services for Attorneys

Interpretation (on site)

Certified or experienced court interpreters for court appearances or depositions: the overwhelming majority of the legal interpreters we work with are certified by a court (state or federal) or have been certified by other entities such as the National Association of Judiciary Interpreters and Translators (NAJIT) or passed the Judiciary Interpreters and Translators Certification Examination (JITCE)

Simultaneous or Consecutive

Whether your needs call for simultaneous interpretation (for courtroom assistance) or consecutive interpretation (for depositions or meetings), we have the right interpreters for every situation.

Over the Phone Interpretation (OPI)

- Over 100 languages supported and no contracts; Pay as you go or on demand 24/7/365

Foreign Language Transcription

- Creation of transcripts from foreign language audio/video sources (tapes, phone calls, etc.)

Translation Document Types

- ✓ Motions
- ✓ Complaints
- ✓ Financial Statements
- ✓ Affidavits
- ✓ Letters Rogatory
- ✓ Patents
- ✓ Contracts
- ✓ Litigation resulting from RICO and other statutes
- ✓ Depositions
- ✓ Breaches of contract
- ✓ Fraud
- ✓ Tortious interference
- ✓ Unfair competition (and other business claims)
- ✓ Class actions
- ✓ Case Files
- ✓ Evidentiary tapes



Security



Bel Air has a highly sophisticated, redundant network infrastructure that includes data transfer, storage, and backups, as well as enhanced security features including high level data encryption, with a comprehensive disaster recovery plan to protect against data loss during unexpected events.

Multilingual Typesetting (DTP) ✓

- Complex formats
- Right to left languages
- Multilingual layouts
- Print ready copy
- Full printing and binding services

