



Professional Translation
Services since 1998

DISCOVER THE APEX DIFFERENCE

Your trusted language partner for
customized translation solutions



WHO WE ARE

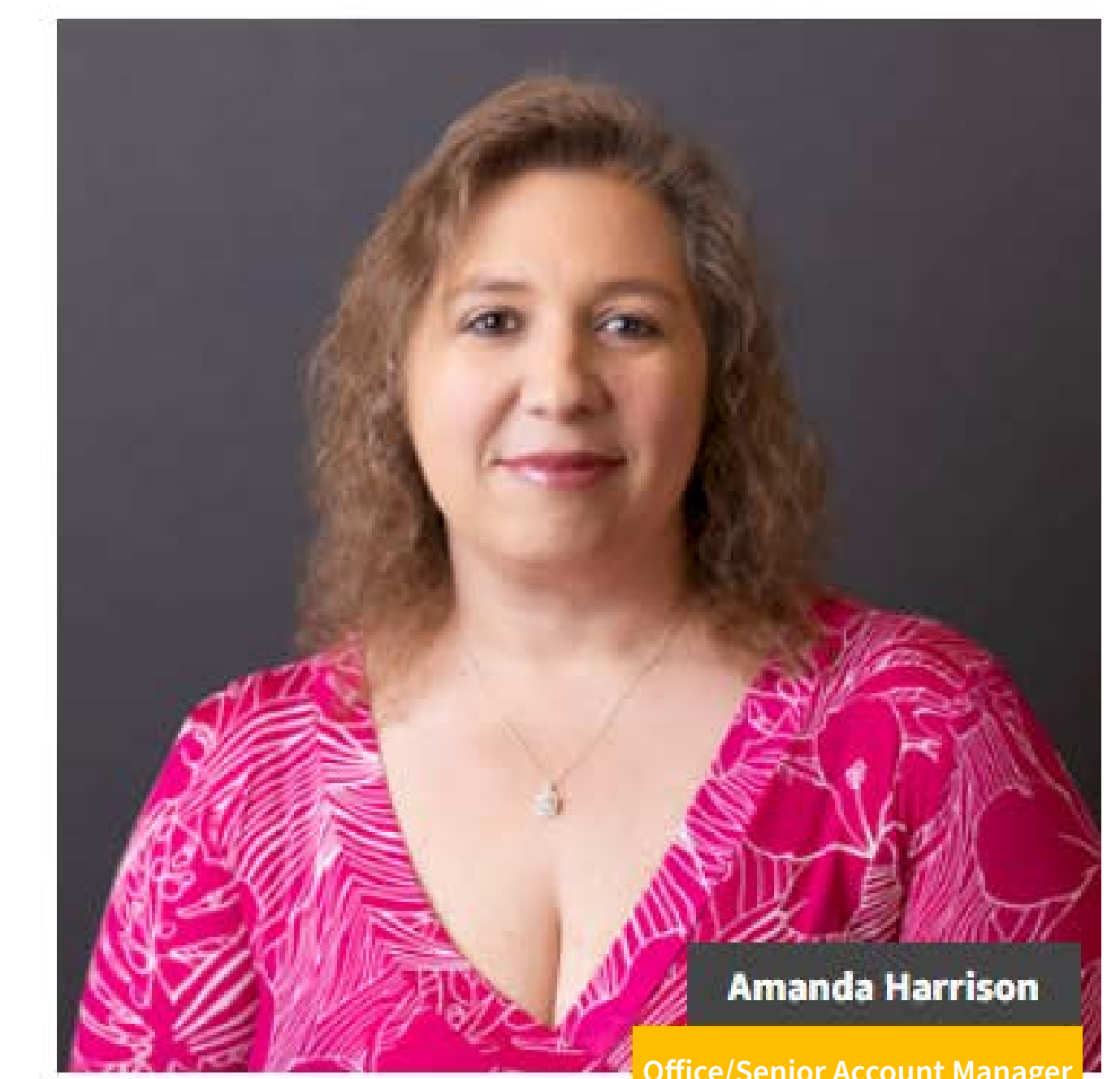
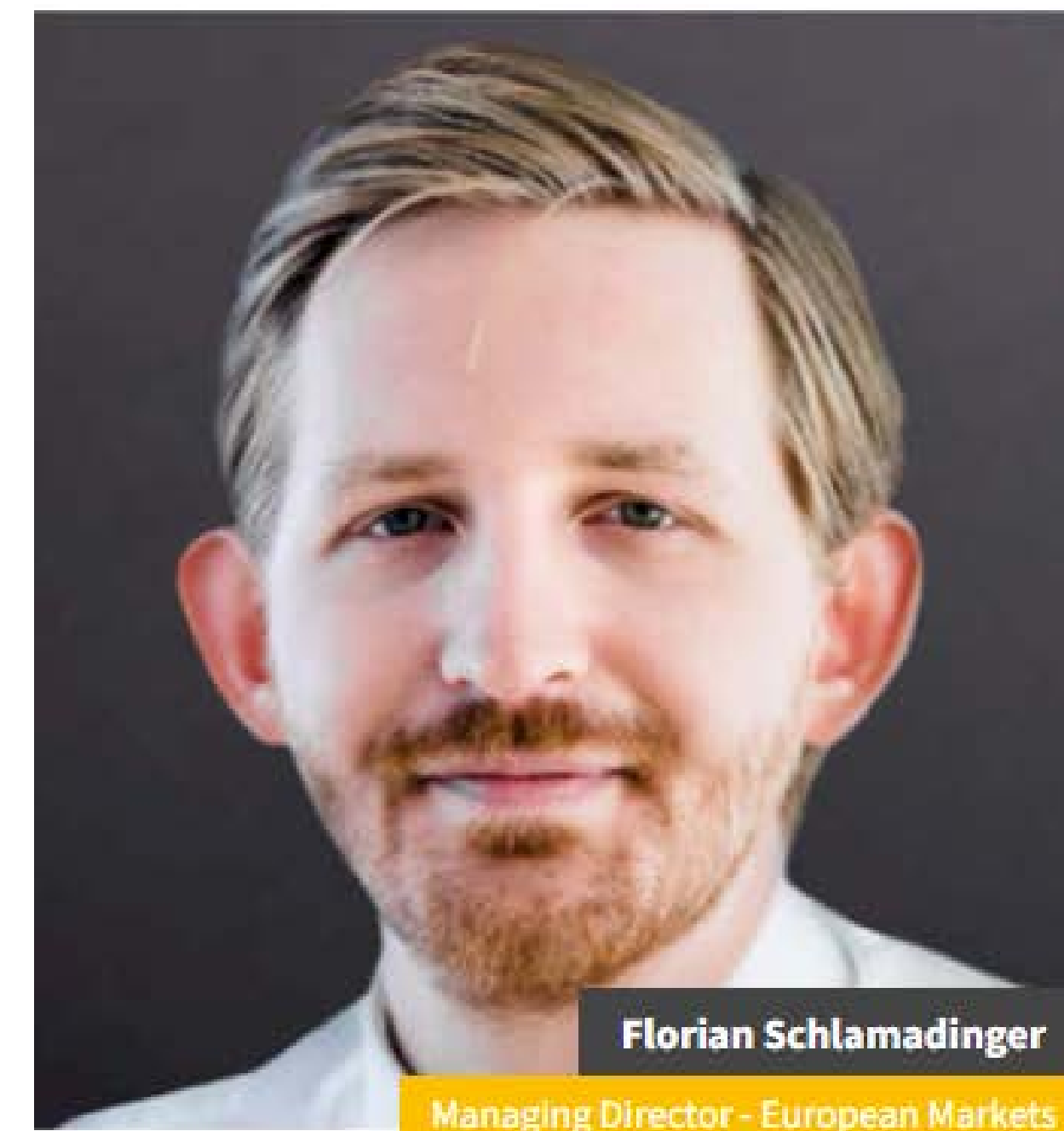


Introducing Apex

Apex is an ISO-certified company composed of dedicated account managers, professional linguists, qualified interpreters, DTP specialists and graphic designers, as well as audio/visual experts.

Founded in 1998 by Hans Schlamadinger, driven by a passion for engineering, and Dr. Florian Deltgen, a gifted linguistic anthropologist, the company embodies a unique blend of technical expertise and linguistic innovation.

Our mission is to deliver comprehensive language solutions and seamless project management, tailored to meet the scale and complexity of each client's needs.



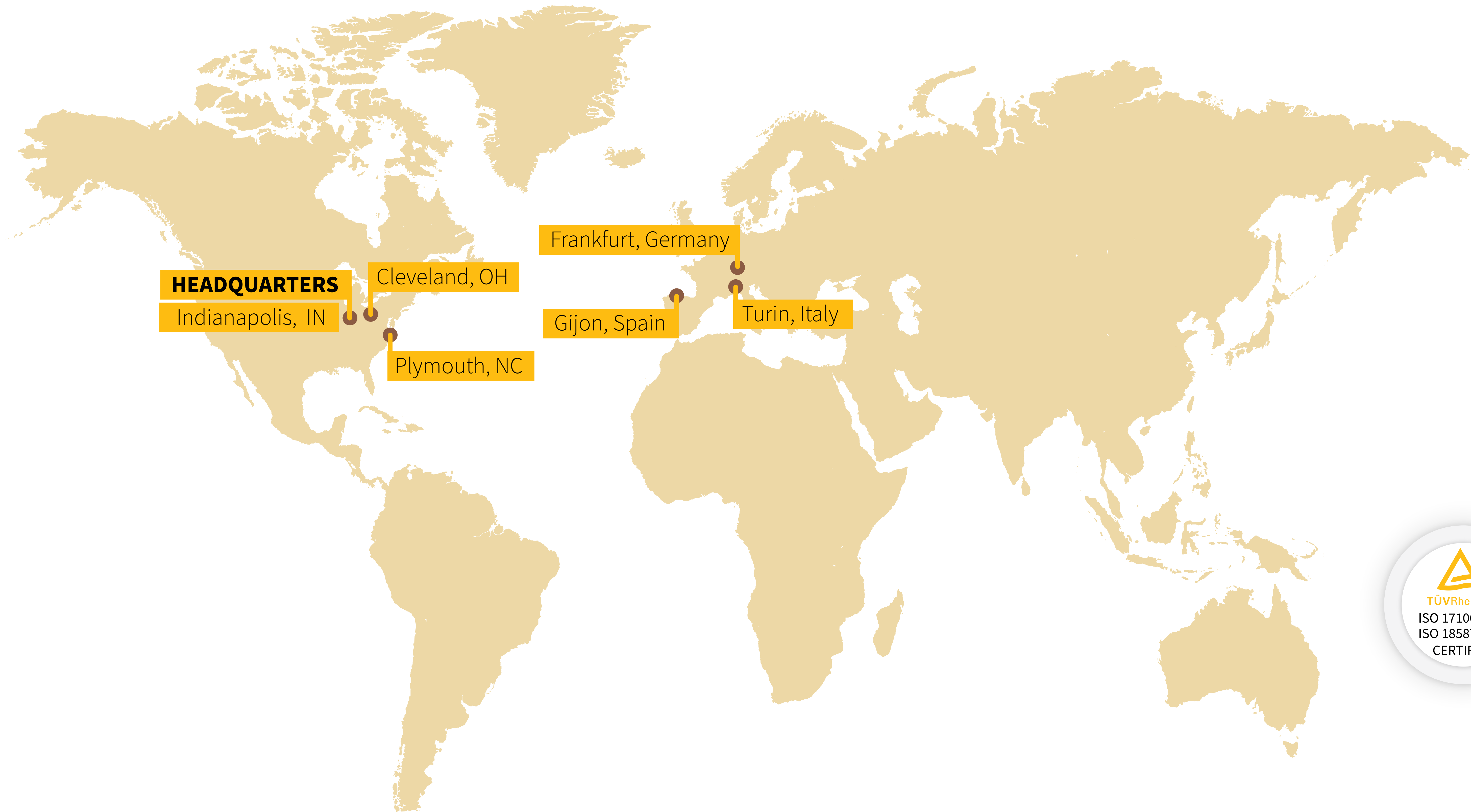
Corporate Overview

LANGUAGE
PAIRS
200+

APPROVED
LINGUISTS
750+

NUMBER
OF CLIENTS
25,000+

FOUNDED
1998



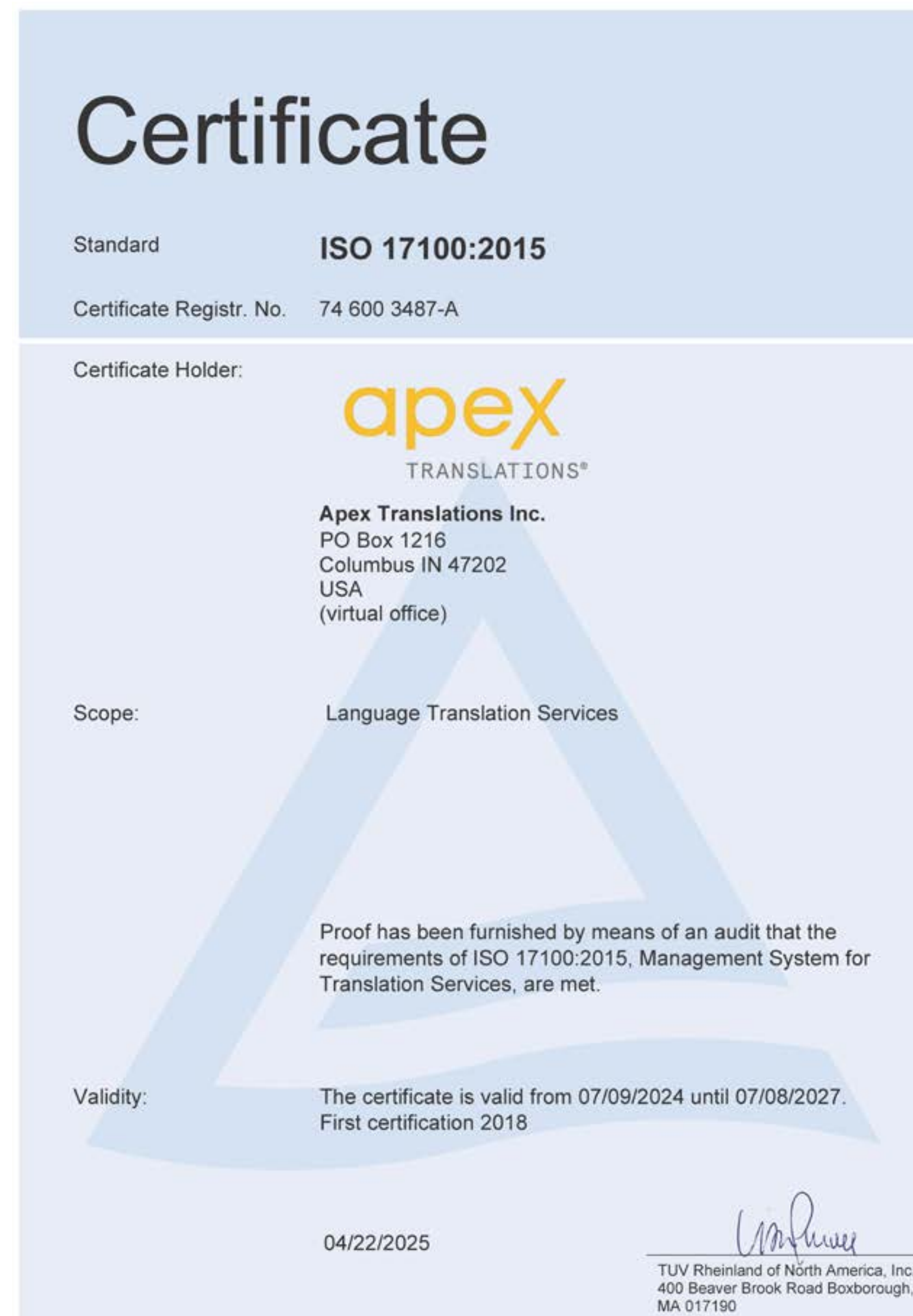
OUR COMMITMENT TO QUALITY



Quality Certifications

To uphold the highest standards in our services, we have established a robust Quality Management System and achieved certification for compliance with the industry-specific ISO 17100:2015 and ISO 18587:2017 Quality Standards.

Our Quality Management System is designed to proactively identify project risks, implement effective preventive measures, and continually monitor our performance to ensure excellence.



www.tuv.com



www.tuv.com



Companies That Trust Apex

Customers Sharing Their Experiences

As part of our ongoing commitment to improving quality, we partnered with an independent review platform, underscoring our dedication to customer satisfaction.

Average Customer Rating: ★★★★★ 5/5 | feefo

Case Studies



Visible Body



DC Aviation



Relias



Gebrüder Meier AG

Companies That Trust Apex

→ ENGINEERING & MANUFACTURING

- Bechtel Corporation
- Carl Zeiss Corporation
- Dresser Industries
- GE Power Systems
- General Electric
- Honeywell
- Ingersoll Rand
- Jacobs
- Raytheon
- Siemens

→ AUTOMOTIVE

- Lucid Motors
- Chrysler
- Cummins, Inc.
- Daimler AG
- Bosch
- Denso Corporation
- General Motors
- International Truck & Engine
- Volkswagen
- Yamaha Corporation

→ HEALTHCARE & MEDICAL EDUCATION

- Centers for Disease Control and Prevention
- Columbia University Medical Center
- Johnson & Johnson
- Yale School of Medicine
- Cleveland HeartLab
- University of Louisville Health
- American Heart Association
- Visible Body
- Robert Koch Institute
- Public Health Institute

→ MEDICAL EQUIPMENT

- Siemens
- Synapse Biomedical
- Synergy Spine
- US Endodontics
- Draeger Medical
- Aptis Medical
- Elucent Medical
- KiMobility
- Tasso
- Welch Allyn

→ BIOPHARMACEUTICAL

- Novo Nordisk Pharma
- Theravance
- Sophia Genetics
- Hain Lifescience
- Signant Health
- Lin-Zhi International
- National Association of Boards of Pharmacy
- Institute of Adherence to Medication
- MEDA Pharmaceuticals
- SigmaGraft

→ LEGAL & INTELLECTUAL PROPERTY

- U.S. Dept. of Justice
- American Bar Association
- The American Trial Lawyers Assn.
- Bressler, Amery & Ross, P.C.
- DLA Piper LLP
- Greenberg Traurig
- Wilmer Hale
- Duane Morris LLP
- National Women's Law Center
- Venable LLP

→ CONSUMER PRODUCTS

- Char-Broil
- Chiquita Brands International
- H&R Block
- H.J. Heinz Company
- Kroger
- Liz Claiborne
- Pitney Bowes
- Revlon
- The Coca-Cola Corporation
- Toshiba

→ FINANCE & BANKING

- Accenture
- Bank of America
- Deloitte
- Deutsche Bank
- Fidelity National Financial, Inc.
- GE Capital
- Liberty Mutual Insurance
- Merrill Lynch
- World Bank
- State Farm



Companies That Trust Apex

→ IT & SOFTWARE

- Argosy Publishing (Visible Body)
- Data Innovations LLC
- Datascan
- DriveSavers Data Recovery
- GK Software SE
- Honeywell
- Prevalent Software
- Raytheon Technologies
- Siemens AG
- Signant Health

→ MEDIA

- American Broadcasting Company
- Associated Press
- Buyer's Lab
- Oxford University Press
- R. L. Polk & Company
- Warner Brothers
- Wiley Publishing
- Bloomberg
- Evok Advertising
- Argosy Publishing

→ TRANSPORTATION

- Uber Technologies, Inc.
- Condor Flugdienst GmbH
- Dassault Falcon Jet
- Gulfstream
- International Launch Services
- Lufthansa
- Nippon Airways
- Maersk Line
- Kraiburg Strail
- Shipsta

→ US GOVERNMENT

- National Science Foundation
- US Army Corps of Engineers
- US Dept. of Agriculture
- US Dept. of Defense
- US Dept. of Energy
- US Dept. of Homeland Security
- US Dept. of Immigration
- US Dept. of Justice
- US Dept. of the Navy
- US Environmental Protection Agency

→ EDUCATION

- California State University
- Columbia University Medical Ctr.
- George Washington University
- Georgetown University
- Harvard University
- Indiana University
- Kent State University
- University of California
- Yale University
- Cornell University

→ NOT-FOR-PROFIT ORGANIZATIONS

- American Heart Association
- World Justice Project
- Clooney Foundation for Justice
- World Pediatric Project
- National Blood Clot Alliance
- Illinois Coalition Against Domestic Violence
- Illinois Network of Child Care Resources
- Mary Free Bed Rehabilitation Hospital
- End Domestic Abuse Wisconsin
- The Future Project

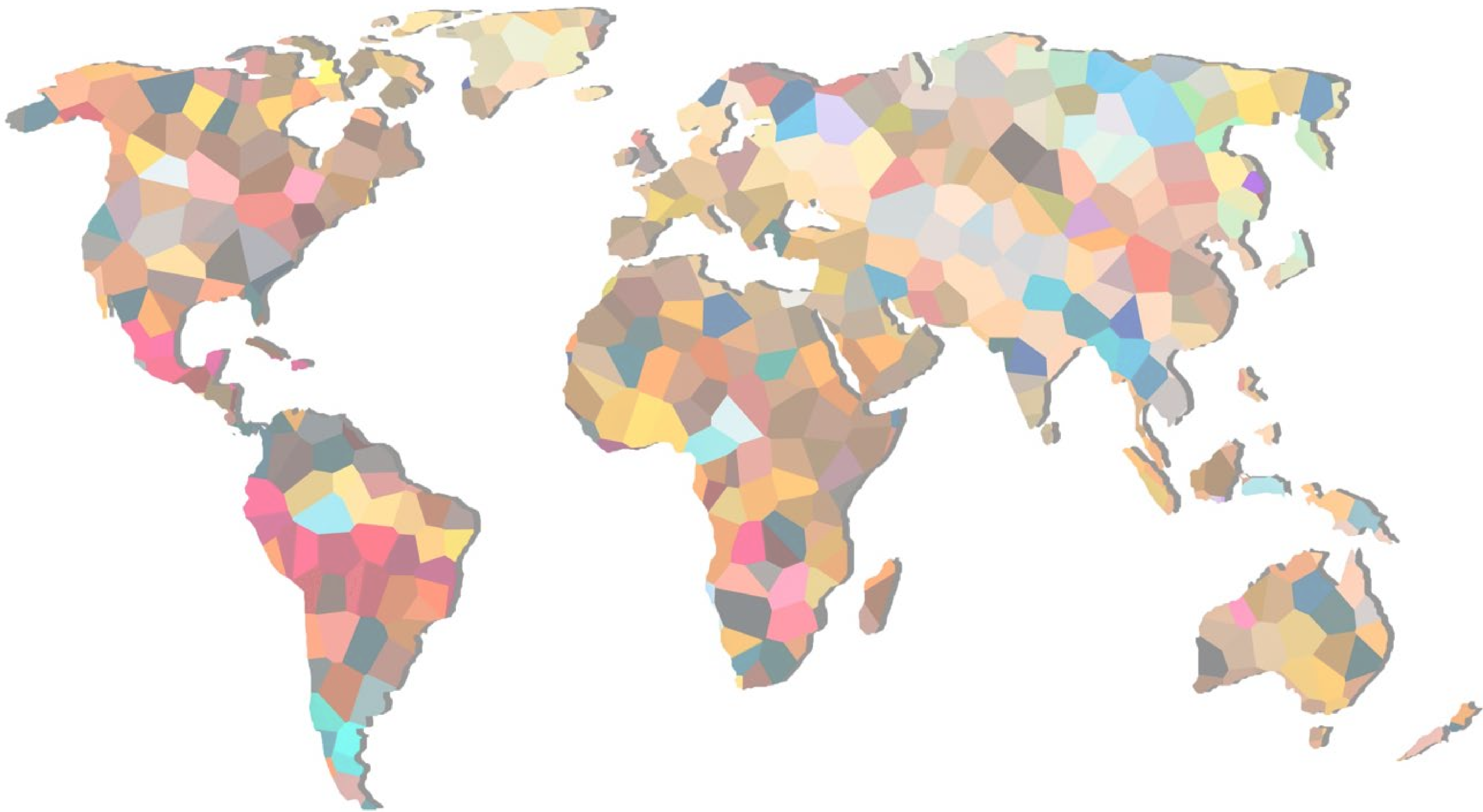


SERVICES



Language Pairs

We currently offer support for over 200 language pairs from around the world.



Europe				
Albanian	Belarusian	Bosnian	Bulgarian	Catalan
Croatian	Czech	Danish	Dutch	English (UK)
Estonian	Finnish	French	Galician	German
Greek	Hungarian	Icelandic	Irish	Italian
Latvian	Lithuanian	Luxembourgish	Macedonian	Maltese
Montenegrin	Norwegian	Polish	Portuguese	Romani
Romanian	Russian	Serbian	Slovak	Slovenian
Spanish	Swedish	Ukrainian		
Africa				
Afrikaans	Akan	Amharic	Arabic	Bambara
Berber	Chewa	Dinka	Ewe	Fulfulde
Ganda	Hausa	Igbo	Kikuyu	Kinyarwanda
Lingala	Malagasy	Mooré	Ndebele	Oromo
Pulaar	Rundi	Shona	Somali	Sotho
Swahili	Tigrinya	Tswana	Wolof	Xhosa
Yoruba	Zulu			
North and South America				
English	French (CA)	Portuguese	Spanish	
Asia				
Armenian	Azerbaijani	Bengali	Burmese	Chinese
Dari	Farsi (Persian)	Filipino	Georgian	Hindi
Hmong	Indonesian	Japanese	Kannada	Khmer
Korean	Kurdish	Kyrgyz	Lao	Malay
Mongolian	Nepali	Oriya	Pashto	Punjabi
Rohingya	Sinhala	Tagalog	Tajik	Tamil
Telugu	Thai	Turkish	Turkmen	Vietnamese
Pacific Islands				
Chamorro	Chuukese	Fijian	Hawaiian	Marshallese
Maori	Palauan	Pohnpeian	Samoan	Tahitian
Tongan				

Translation Packages

Explore our translation solutions with a choice of options

Premium Package

For projects where the highest level of precision and consistency is essential, you may wish to upgrade to our Premium Package. This package includes thorough bilingual editing by a second professional linguist and complies with the [ISO 17100:2015 quality standard](#). Choosing a higher service level that includes an additional bilingual edit ensures the utmost accuracy and nuance for critical matters like healthcare, litigation, or corporate branding, where precision and professionalism are paramount.

Professional Package

Our Professional Package, delivers high-quality, accurate translations with consistent terminology and style, making it ideal for most informational content. This package is compliant with the [ISO 18587:2017 quality standard](#).

ApexMT Plus Package

Our ApexMT Plus Package is designed to meet tight turnaround times and budget-conscious requirements without compromising essential quality. This option leverages our AI-based ApexMT system, delivering fast and cost-effective translations tailored to your specific needs. With flexible service levels and adjustable timelines, the ApexMT Plus Package ensures you receive practical solutions for less-critical projects while staying within your budget.

ApexMT Package

Our ApexMT Package provides rapid, fully automated translations powered by our advanced ApexMT system. Ideal for projects where speed and cost-efficiency are the top priorities, this option delivers machine-generated translations without human intervention. While suitable for internal use or preliminary content understanding, this package is not recommended for client-facing or highly nuanced materials.

Premium	Professional	ApexMT Plus	ApexMT
Professional translation	Professional translation	AI machine translation	AI machine translation
Professional bilingual editing	–	Limited professional post-editing	–
Final quality control	Final quality control	Limited final quality control	–
Includes management of translation memory, glossary & style guide	Includes management of translation memory, glossary & style guide	Fee-based management of translation memory, glossary, and style guide	–
For mission-critical projects involving essential content or brand imaging such as healthcare, legal, financial and marketing materials.	Ideal for projects requiring faster turnaround and cost efficiency without sacrificing quality. A practical blend of quality and cost-efficiency.	A smart solution for fast, budget-conscious projects. Optimized for speed and savings, where essential accuracy matters—but ultra-precision isn’t required.	For gisting and general information purposes.
Ideally suited for high-stakes content requiring the utmost precision and reliability	Well-suited for most internal and customer-facing business and technical documents	Perfect for general communication needs.	Perfect for quick insights or internal reference.
Certified per the ISO 17100:2015 quality standard	Certified per the ISO 18587:2017 quality standard	Upgrade to Premium or Professional services if ISO certification compliance is required.	–

Flexible, customized solutions

In addition to the four main translation packages, we offer tailored packages to meet specific project requirements and budget considerations. These customized solutions provide flexibility, allowing us to adjust our services and turnaround times based on your unique needs. Whether you require additional services, specialized formatting, accelerated delivery, or budget-sensitive options, we can create a solution that aligns with your project’s goals.

Pricing

Our pricing for translation services is determined by several key factors:

- Total word count or translation volume of your documents
- Target languages selected for translation
- Degree of text repetition within the content
- Source document file type, which may affect processing complexity
- Formatting requirements, including any desktop publishing needs
- Chosen translation package
- Applicable discounts

Available discounts include:

Repetitive text discount

If your source documents are provided in an editable format (or can be converted to one), we offer a significantly reduced rate for repetitive text.

Translation memory discount

Our translation memory system enhances quality by ensuring consistent terminology and style across all your projects, while also reducing costs for repeat content across multiple projects.

Volume discount

For larger projects, we offer tailored discounts to provide a customized, cost-effective solution that meets your needs.

Non-profit discount

As a token of appreciation for non-profit organizations working to make our world a better place, we offer a 5% discount to verified 501(c)(3) organizations.

Delivery



Reliable. Fast. On time.

Project Turnaround Times

Turnaround times depend on the translation volume, selected package, subject matter, language pair(s), and any additional services required (e.g., Desktop Publishing, audio/video work).

Premium translation projects, which involve translation and bilingual editing by two different professionals along with an in-house quality review, are completed at a rate of approximately 1,500 words per day. For projects under 3,000 words, the minimum turnaround time is generally 2 to 3 business days. Projects involving multiple languages are processed concurrently to ensure efficiency.

Typical turnaround times of our translation packages:

<u>Package</u>	<u>Turnaround time</u>
Premium	Baseline
Professional	~25% faster
ApexMT Plus	~50% faster
ApexMT	~98% faster

Team-based scaling

For larger projects, turnaround times can be significantly improved by expanding the translation team to include multiple linguists, editors, or post-editors working simultaneously. This approach ensures even faster delivery while maintaining quality across all services.

Expedited turnaround times

We strive to meet your deadlines without applying rush fees. However, in cases where extraordinary measures are required to complete your project on time, a nominal rush fee may apply.

Translation Toolbox

Language Asset Management

Our advanced translation technology includes tools like translation memories to boost both accuracy and consistency. By reusing previously translated content, we not only improve precision but also reduce project turnaround times and costs.

We also use terminology management and glossary tools to maintain client-specific glossaries, which can include abbreviations, branded terms, and “do not translate” lists. Consistent terminology is key to successful localization, and we tailor our approach to ensure it aligns with your unique requirements for every project.

Client Style Guides

Your preferences are at the heart of our translation process. By providing us with style guides, you ensure our linguists follow your specific requirements across all projects. We meticulously apply these style preferences, and our comprehensive quality assurance process guarantees consistency throughout.

Cloud-based Translation Environment

Our cloud-based translation environment transforms the way we manage projects, offering exceptional flexibility and scalability. This system allows for seamless access to translation resources, enabling efficient collaboration and real-time data sharing. With secure, cloud-based infrastructure, we optimize workflows and deliver projects faster, all while ensuring the highest levels of security and adaptability.

Leveraging AI Technology

The role of AI and professional linguists in the translation industry

Experts agree that the primary objective of integrating AI into the translation industry is to enhance translation quality and efficiency, not to replace skilled translators. Rather than eliminating roles, AI serves as a powerful tool that empowers translators to elevate their expertise. By automating routine, time-consuming research tasks, AI enables professionals to focus on more complex challenges, including nuanced cultural adaptations and strategic planning. This collaboration between AI and human expertise helps produce higher-quality, contextually accurate translations while reducing turnaround times and offering cost efficiencies for clients.

Professional linguists play a crucial role in refining AI-generated translations, ensuring the output is accurate, culturally appropriate, and contextually relevant. They review and edit the machine-generated content, correcting nuances that AI might miss, such as idiomatic expressions, tone, and ensuring the appropriate register and style for the intended audience. Their expertise bridges the gap between raw AI output and polished, professional-quality translations.

Beyond translation, linguists are central to a range of localization services, as shown in the accompanying illustration. Their expertise spans multimedia, app, website, and software localization, e-learning, desktop publishing, language consulting, and interpretation. By overseeing these broader localization tasks, our expert linguists ensure precision, cultural relevance, and excellence across all project aspects—delivering tailored results that meet the unique needs of each target audience while optimizing costs.

For an in-depth exploration of AI’s role in the translation industry and the value of human expertise in localization, please refer to our [White Paper](#).



Legal Matters

Certifications

The certification is a separate document that is attached to the translation. It states that the document has been translated by an experienced and qualified professional translator and that, in our best judgment, the translated text truly reflects the content, meaning, and style of the original text and constitutes in every respect a correct and true translation of the original document. Electronic certifications are delivered by email with your completed translation. Hardcopy certifications, which are signed in ink and bear the embossed Apex Corporate Seal, can be mailed. There is no fee for electronic certifications issued to corporations or organizations, etc.

Notarizations

We will notarize the signature on the certification. All notarizations are prepared in US English by a North Carolina registered Notary Public and bears the notary's signature and seal. The notarization is part of the certification document.



Legal Matters

Confirmation of Notary

A notary confirmation can be issued, certifying that the notary public is registered with the register of deeds at the local court and is in good standing. This is a separate document to which the translation and certification are attached. The register of deeds for the district court of Washington County, North Carolina, issues this document in U.S. English.

Educational Credential Evaluations

Unlock opportunities with our service that translates and evaluates transcripts, certifications, and licenses for seamless integration into the U.S. education system. Trust us for accurate assessments, simplifying the process of validating and leveraging your international qualifications in the U.S.

Our assessments are delivered with a certification.



Additional Services

Transcreation & Copywriting

Elevate your brand's message with our transcreation service. We adapt your content to resonate with audiences across cultures, preserving the intent, tone, and emotional impact while customizing it for local relevance. From marketing campaigns to multimedia assets, we ensure that your message is not just translated but transformed to connect authentically with each market. Engage audiences worldwide with content that feels tailor-made for them.

Desktop Publishing

Submit your InDesign, Illustrator, or FrameMaker packages, and we'll deliver translated content with fully preserved formatting, fonts, and images. Trust our expert DTP team to handle language expansion, character-based languages, and right-to-left languages seamlessly. Our professional team will work on any non-editable file content to guarantee the same layout reproduction as the original.

Bilingual & Monolingual Editing

Have an existing translation or document authored in your target language? Our professional linguists will comprehensively review your translated document or original content, making grammatical and stylistic corrections to enhance quality, accuracy and consistency.

Multimedia

Subtitling/Close Captions

Enhance your videos with subtitles or captions!

Once our native-speaking linguists translate your audio transcription, our audio/visual tech team syncs your subtitles or closed captions seamlessly with your video.

Voiceover

Enhance your viewer experience by replacing subtitles with engaging voiceovers in any language. Our linguistic experts translate your script, while skilled voice actors bring it to life, customized to your preferences for age, gender, and tone. We also provide precise lip-syncing, ensuring natural alignment with on-screen visuals for a polished, authentic presentation.

Transcription

Do you have audio content from witness statements, meeting minutes, training videos, etc., that you need transcribed into written form? Our native-speaking team excels in delivering accurate transcripts for various types of content. Regardless of the language, we ensure precise transcripts for seamless translation, subtitling, and voiceovers.

E-Learning

Enhance your e-learning journey with our translation service. We cater to the diverse linguistic needs of your educational content, ensuring accessibility for a wider audience. From courses to multimedia, we provide accurate translations that bridge language gaps, fostering a more inclusive learning environment. Bring your content to learners around the world effortlessly with our reliable translation solutions.

- Online courses and course materials, including syllabuses, lecture notes, study guides, and presentations
- E-books, manuals, and online literature, such as user guides, product handbooks, and help files
- Multimedia presentations and content, including videos, podcasts, and animations
- Webinars and video tutorials
- Interactive content, quizzes and games



Document Authoring & Editing

Discover the art of document authoring & editing, enhanced with language translation expertise. We create and refine your content for global reach, ensuring maximum impact.

Our authoring & editing services cover a range of documents:

- MSDS Documents
- Press Releases
- Policy Manuals
- Scientific Manuscripts



Interpretation

Remote Interpreting

Whether via phone or app, our seamless solution connects you with professional interpreters instantly. Break down language barriers, facilitate smooth conversations, and ensure understanding anytime, anywhere. Elevate your global interactions with our accessible and convenient remote interpreting services.

Contact us to set up your company's direct phone number for 24/7 interpreter access.

Onsite Interpreting

Enhance communication with our on-site interpreting services, providing professional interpreters who seamlessly integrate into your environment. Whether it's for meetings, plant tours, or other in-person interactions, our interpreters ensure clear, accurate communication, tailored to your schedule and specific needs.

Conference Interpreting

Enhance your conference setup with our inclusive package, complete with electronic equipment for smooth interpreting. Choose either simultaneous interpretation, happening in real-time, or consecutive interpretation, with well-timed pauses for effective communication. Simplify your conference dynamics with our user-friendly solutions, ensuring a seamless flow of information.

Data Security



Comprehensive data security is a top priority at Apex and our systems have been developed with this specific objective in mind.

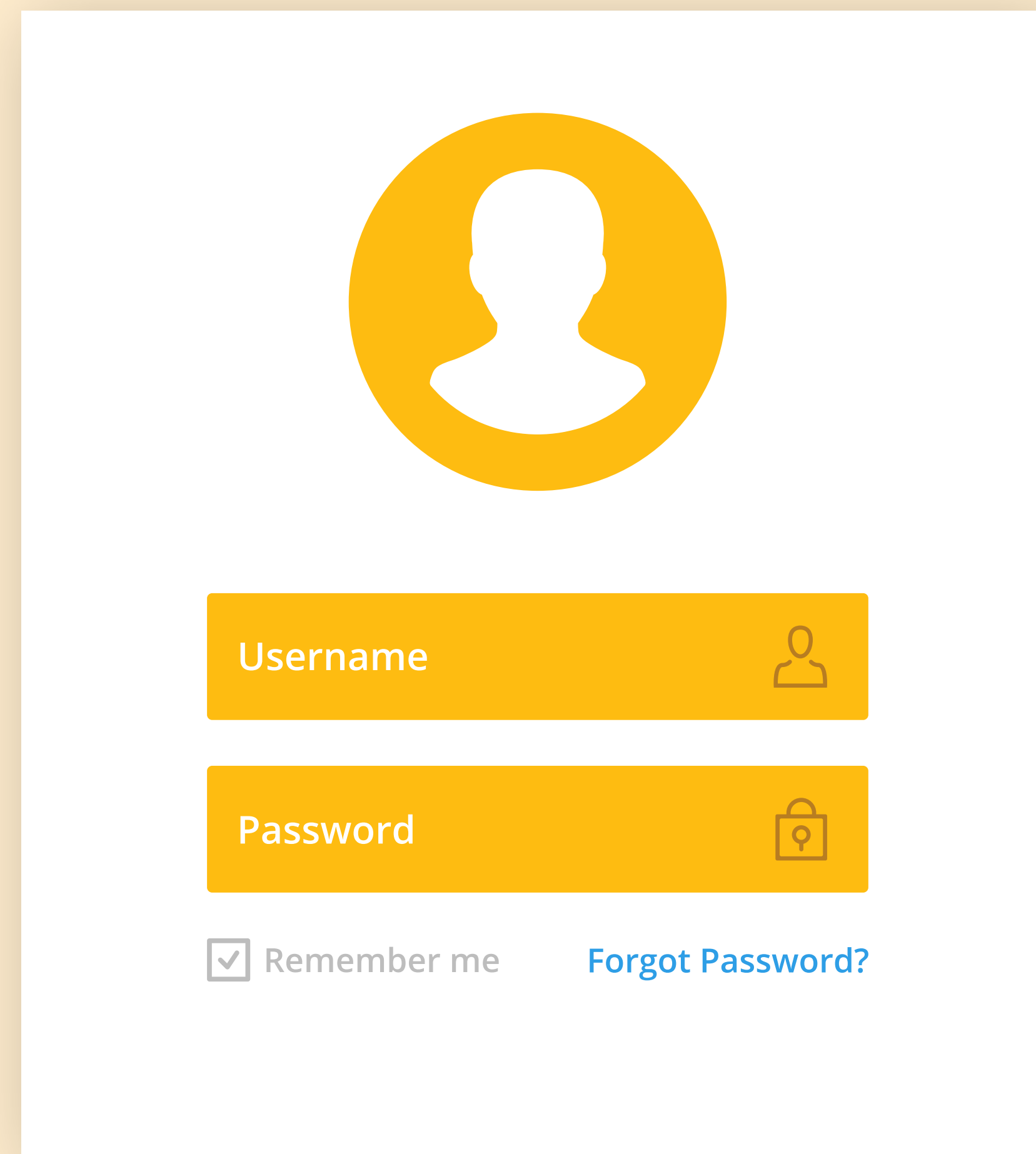
We would be pleased to enter into a non-disclosure agreement (NDA) to protect any confidential proprietary information. All of our employees, contractors, and any other relevant parties are required to sign our non-disclosure agreement.


Should you have any concerns regarding file transfer security, kindly inform us, and we will furnish you with the essential details to ensure secure file exchange utilizing the latest encryption technology.


Data storage - All data is protected by AES 256 encryption.


Apex complies with HIPAA (Health Insurance Portability and Accountability Act) Security Rule 45 CFR 160.103 with respect to PHI (Protected Health Information) to prevent use or disclosure of PHI.

Client Portal

A mockup of a client portal login form. At the top is a large orange circle containing a white silhouette of a person's head and shoulders. Below this are two orange input fields. The first field is labeled 'Username' and has a small orange person icon on its right side. The second field is labeled 'Password' and has a small orange padlock icon on its right side. Below the password field, there is a checkbox with a checkmark inside, followed by the text 'Remember me'. To the right of this is a blue link that says 'Forgot Password?'.



Username 

Password 

☒ Remember me [Forgot Password?](#)

Our state-of-the-art client portal allows you to manage all your projects at your convenience in one secure location. Protecting your data and providing a user-friendly environment stand at the forefront of our commitment to ensuring exceptional customer support.

Experience the full range of benefits that Apex's Client Portal offers:

- Allow one or more users within your company to access and oversee account management
- Upload files and submit requests
- Capture service-related information, such as specific requirements associated with your projects
- Place project orders
- Monitor pending projects and track progress of active projects

INVOICING



Invoicing, Payment Terms & Options

Invoicing

Invoices are generated upon the successful completion of each translation project.

For clients with recurring translation requirements, we provide a convenient monthly payment option. This enables you to receive a consolidated invoice at the end of each month for all translations completed during the preceding month.

Payment Terms

Our standard payment terms are 30 days net.

Payment Options

Payments can be made by check, credit card, bank transfer (ACH or Wire), or PayPal.





Don't let language barriers stop your growth. Reach out to our linguistic experts to get started.

www.apex-translations.com

E-mail: info@apex-translations.com
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