

Certified Translation

"Notarized" means that the translation of a document is legally recognized. The final document must therefore be officially certified. It is important that the translation corresponds precisely to the original document.

Notarized translations are required very frequently. This is the case when you have to present documents to courts, authorities, government offices, universities or embassies.

A marriage to a foreign citizen, a commercial contract with an international company or documents for studying abroad, for instance, all require certified translations.

Recognized certified translations in 40 languages

- German
- French
- Italian
- English
- Spanish
- Portuguese
- Russian
- Turkish
- Albanian
- Chinese
- and many more

Documents

- Birth documentation
- Birth certificates
- Register of marriages
- Marriage certificates
- Divorce agreements
- Divorce settlements
- Rental agreements
- Qualification certificates
- Diplomas
- Residence certificates
- Documentation for Immigration, Emigration, Residency
- Criminal records
- Identity documents
- Passports
- Visa certificates

Who?

Our professionally qualified translators are native speakers of your requested language of translation. This means that we can guarantee that our translation experts are able to fulfill the requirements of your order to perfection.

Duration?

The time that it takes for your certified translation to be completed depends on several factors. Depending on the type of required service, we need 6-10 working days from the receipt of payment to the completion of your certified translation. You will then receive a printed version from us in original form by registered letter.

Costs?

The costs of a certified translation depend on the word count in the documents as well as the required language combinations. For a more precise calculation of the price, we therefore require your documents.

The minimum charge for a certified translation is CHF 230 (not including VAT)

You can pay electronically in advance or by credit card, Twint or in cash.

Process?

Please send us your document on a non-binding basis by email, as a PDF or a scan to contact@semiotictransfer.ch.

Describe the service you require in as much detail as possible. It is especially important for you to state the target language and the country for which you would like the translated document.

All we need is a digital version of your original document in PDF form or as a scan. We do not need the original document.

For a professional translation, it is necessary for us to receive your documents in as high quality as possible in digital form.

During the digitalization, please ensure that your documents:

- are fully readable and aligned straight
- during the scanning or photographing, do not show folds or ripples on the surface
- are sent as PDF or scan

You will then receive a non-binding quote from us promptly. Your documents will naturally be managed with absolute discretion. All customer data are managed confidentially according to ISO 17100.

When placing an order, you will receive a printed version from us in the original form by registered letter, because only our original has legal validity. Copies are not usually recognized.

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Any more questions?

Why cannot I just translate my document myself and ask you to certify it for me?

The special feature of certified translations is that translators have knowledge of the legal terminology in addition to their degree in translation. This means that they know the rules and regulations regarding the form, layout, and individual attributes of your document. Your document will therefore always have an addendum stating that it is a certified translation and is fully equivalent to the original. This is necessary for the legal validity of the document.

Will the certified translation also be recognized abroad?

Under normal circumstances, certified translations that are compiled in Switzerland are also recognized abroad if an apostille or an authentication has been obtained. In this respect, it is essential that the addendum confirming the apostille or authentication is also translated into the respective national language.

Do I need an apostille on the translation?

It is not possible to say for certain whether you need an apostille or not. This question can only be answered by the intended recipient of the documents. For foreign authorities, however, we generally recommend that the translation is given an apostille.

Do you also certify original documents with an apostille?

No. If you require an apostille on the original document, you must contact the State Chancellery or the passport office in the canton in which the document was issued. For example, if the document was issued in the canton of Zurich, you must obtain the apostille from the State Chancellery in Zurich.

In the canton of Argovia, you can have your original documents officially certified or provided with an apostille for foreign countries at the center for identity documents in Aarau. Apostilles are valid only in countries that are parties to the Hague Convention of October 5th, 1962.

For all other countries, the authentication by Aargau center for identity documents must be certified again by the corresponding consulate or embassy.