A “certified translation” is a translation that is:

1. Issued by a government entity, such as a consulate or ministry that issued the original document;

OR

2. Signed with a seal by a person qualified to translate, such as someone certified by American Translators Association (atanet.org),

OR

3. From a person competent to translate, over age 18, with a certification that includes:

   a. The translator’s name;
   b. The name of the document being translated;
   c. The applicant’s name;
   d. A statement that the translator is fluent in English and the language being translated;
   e. A statement that the translation is a complete and accurate translation of the full original text (including any stamps or seals) of the document being submitted;
   f. A statement that the translator understands that if any part of the translation is intentionally false, the translator is subject to punishment; and
   g. The translator’s signature, address, email and phone number.
Certificate of Translation

I, ______________________________, am over the age of 18, competent to translate from ________________ into English, and certify that the translation of ____________________________ of ____________________________ is true and accurate (including any stamps or seals) to the best of my abilities. I understand that if any part of the translation is intentionally false, I will be subject to punishment.

*The original document and the translation are attached to this certification.*

____________________________  ______________________
Signature of Translator/date    Phone Number

____________________________  ______________________
____________________________  ______________________
____________________________
Address of Translator