



# SINOVANTAGE TRANSLATIONS

Your trusted language service partner



Financial Translation | Legal Translation | Proofreading  
Technical Translation | Post-editing | Interpretation  
Localization | Transcription | Desktop publishing



# WHO WE ARE

Sinovantage is a professional multilingual translation agency with 20 years of experience, providing language services to companies in various industries, financial institutions, law firms and translation agencies around the world.



## Our service

We provide multilingual language services such as translation, editing, proofreading, post-editing, creative translation, interpretation, localization, desktop publishing, transcription, voice-over from European to Asian languages or vice versa.

## Our team

With 40 in-house linguists and a network of over 500 multilingual freelancers, we can deliver jobs in large capacity with a tight TAT, meeting your different types of needs in language services. Led by academics with backgrounds in linguistics, our team is dedicated to multilingual translations and cross-cultural communications with proven knowledge and experience in all related industries.

## Fields of our language expertise

- ▶ Finance
- ▶ Bank
- ▶ Economy
- ▶ Law
- ▶ Accounting
- ▶ Insurance
- ▶ Litigation
- ▶ Consulting
- ▶ Technology
- ▶ Software
- ▶ Hardware
- ▶ IT
- ▶ Semiconductor
- ▶ Electronics
- ▶ Engineering
- ▶ E-learning
- ▶ Health
- ▶ Food
- ▶ Public Relation
- ▶ Energy
- ▶ Advertising
- ▶ Marketing
- ▶ Automobile
- ▶ Medicine
- ▶ Transport
- ▶ Tourism
- ▶ Agriculture



## Languages we are most proficient

### Asian Languages:

- ▶ Chinese Simplified
- ▶ Chinese Traditional
- ▶ Japanese
- ▶ Korean
- ▶ Thai
- ▶ Vietnamese
- ▶ Arabic
- ▶ Indonesian
- ▶ Turkish
- ▶ Malay
- ▶ Hindi
- ▶ Lao
- ▶ Filipino
- ▶ Burmese
- ▶ Mongolian
- ▶ Hmong
- ▶ Persian
- ▶ Tamil

### European Languages:

- ▶ English
- ▶ German
- ▶ French
- ▶ Spanish
- ▶ Russian
- ▶ Italian
- ▶ Norwegian
- ▶ Finish
- ▶ Dutch
- ▶ Danish
- ▶ Czech
- ▶ Greek
- ▶ Hebrew
- ▶ Polish
- ▶ Portuguese
- ▶ Romanian
- ▶ Slovak
- ▶ Ukrainian

## Types of documents we deal with

- ▶ IPOs
- ▶ Annual Reports
- ▶ Circulars
- ▶ Legal Document
- ▶ Contract
- ▶ Reports
- ▶ Announcements
- ▶ Prospectus
- ▶ User Manuals
- ▶ Correspondence
- ▶ Newsletters
- ▶ Books
- ▶ Multimedia
- ▶ Magazines
- ▶ PPTs
- ▶ Profiles
- ▶ Scripts
- ▶ Graphics

## Partnerships with over 200 clients

We have forged a good partnership with each and every one of our clients, from small- and medium-sized companies to Fortune 500 giants, such as:

- |                      |               |               |
|----------------------|---------------|---------------|
| Merchants Securities | Merrill Lynch | CSRC          |
| JP Morgan            | Standard Life | CGNPC         |
| Morgan Stanley       | Huawei        | Siemens       |
| KPMG Law Firm        | Kingdee       | Shell         |
| Bank of America      | Tencent       | Shangri-La    |
| Allianz              | Scania        | Longchamp     |
| DHL                  | Lamborghini   | Louis Vuitton |
| Saxo Bank            | Volvo         | Intel         |
| Omega                | FedEx         | NVIDIA        |
| Tiffany              | Ferretti      | SDL           |
| Samsung              | Eaton         | Lionbridge    |
| PwC                  | Emerson       | Skrivanek     |

## Our strong financial translation capacity

Each year, our financial team handles over 10 IPOs, dozens of ARs and IRs, and numerous financial and legal documents for world-renowned banks, financial institutions, law firms, printers, and technology companies, such as:

- ▶ Orient Securities ( 東方證券 ) IPO, about 700 pages
- ▶ GUOTAI JUNAN Securities, five IPO research reports, 600 pages
- ▶ Tian Chang Group Holdings Ltd ( 天長集團控股有限公司 , Stock Code: 2182): IPO, Annual Report, Circular, Announcements, about 800 pages
- ▶ Meitu ( 美圖 , Stock Code: 1357): IPO, Annual Report, Circular, about 600 pages
- ▶ Wynn Macau ( 永利澳門 Stock Code: 1128): IPO, Annual Report, Circular, about 500 pages
- ▶ CMS ( 招商證券 ): IPO Research report, about 600 pages
- ▶ China Cinda Asset Management ( 中國信達 ) Annual report and Interim report, 700 pages
- ▶ Vanke ( 万科 ) Annual report and Interim report, 400 pages
- ▶ CMS ( 招商證券股份有限公司 Stock Code: 6099 ): Annual Report, Circular, about 400 pages
- ▶ Sino Media ( 中視金橋 Stock Code: 623): Annual Report, Results Announcement, Interim Report & Circular, about 400 pages
- ▶ JP Morgan: Key investor information document, recordings, Research Documents, Risk management analysis, over 1,000,000 words
- ▶ Bank of America Merrill Lynch: Surveys, Discuss materials, M&A, client presentation, market update, company profile, feasibility study report and letters. over 1,200,000 words
- ▶ Linklaters: Legal opinion, Affirmation, 300,000 words





# WHY CHOOSE US



## Experience

Since 2002, we have been committed to language services with an excellent quality. The language specialists working with us are all qualified native speakers of the target languages who have proven quality assurance for years.



## On-Time Delivery

With our dedicated project managers and high-caliber linguists, we can assure you a quick response and on-time delivery. Your emails are responded within 3 minutes and 24/7 service are provided at requests.



## Cost-Effective

With years of experience, we have fostered a pool of translators who can provide both quality delivery and competitive prices for you. By using CAT tools, we are able to tailor economical translation services and save your budget as much as possible.



## Productivity

We are able to process over 100,000 words each day. Our 40 in-house linguists and over 500 multilingual freelancers have built a large processing capacity, meeting your urgent needs in language services.



## Confidentiality

By using the latest IT technology such as secured FTP, antivirus and firewall protection, we can best safeguard your information during translation process.



# HOW WE CONTROL QUALITY

As we deal with words, numbers, and graphics in different languages, even minor mistakes or omissions cause material losses to the clients. In order to ensure quality service and client satisfaction, we strictly follow our quality control workflow, which was set up when the company was first established and has been perfected step by step.

## Job assignment

Upon receiving a project, the project manager will first study your requirements and analyze the documents regarding specialty, difficulty, and turnaround time, work out the schedule, prepare the glossary and reference, select the TM tools to be used, and then assign to the very men with profound professional background.

## Translation

During translation, your project will be treated in a professional manner with great care and effort. When finishing the project, we carefully rectify typos, punctuation errors, and incorrect and missing translations if found.

## Editing

The editor will review the translation line by line by comparing the target text against the source to ensure accuracy of translation, consistency of terminology, and proper writing style. If the translation is not up to standard, it will be returned to the translator for reworking along with comments.

## Proofreading

QA staff will use tools like QA Distiller or Xbench to further proofread the document for typos, consistency, and format.

## Desktop publishing

When typesetting is required, the project is then passed on to the DTP staff for typesetting. The DTP staff will also self-check or cross-check their projects when the DTP work is completed.

## Final review

The whole project will be reviewed by PM for final approval until the quality is fully guaranteed. Otherwise, it will be returned to the translators or DTP staff for necessary amendments.

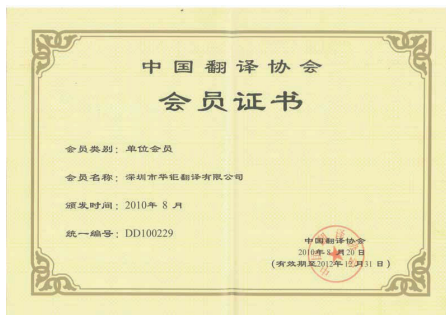
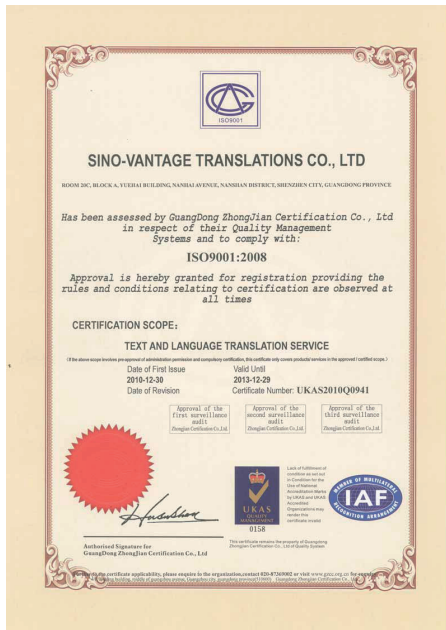


# CLIENTS








# CERTIFICATE








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