

## SERVICE OVERVIEW

Hull Site Services provides professional document translation for government agencies and prime contractors. We deliver accurate, register-appropriate translations that preserve the tone, terminology, and formatting of the original document.

Our services extend beyond translation to include desktop publishing (DTP) and document formatting, delivering final products that match source layouts precisely.

## LANGUAGE CAPABILITIES

- French
- Portuguese
- German
- Chinese (Simplified)
- Korean
- Japanese
- Vietnamese
- Arabic
- Tagalog
- Russian

Additional languages available on request.

## NIGP CLASSIFICATION

961-75 — Translation and Interpretation Services

## DOCUMENT TYPES

- Government forms and applications
- Employee and policy handbooks
- Public-facing pamphlets and brochures
- Regulatory and compliance materials
- Instructional guides and manuals
- Official notices and public communications

## QUALITY ASSURANCE PROCESS

### Dual-Review Workflow

Every translation undergoes a two-stage review: initial translation followed by independent quality review for accuracy, consistency, and register compliance.

### Terminology Glossary

We maintain project-specific bilingual glossaries to ensure consistent translation of key terms across all documents within an engagement.

### Format Preservation

Source document layouts, formatting, tables, and visual elements are preserved in the translated output. DTP formatting ensures the final deliverable is print-ready.

## CERTIFICATIONS

### VetHUB Certified

Texas Comptroller Veteran Heroes United in Business  
VID: 1334180777700 | Exp: May 2029

### SDVOSB

Service-Disabled Veteran-Owned Small Business (SBA-verified)

### CMBL Registered

Centralized Master Bidders List (Texas Comptroller)  
Vendor #550022 | Exp: Jan 2027

## RATES

## Contact for Quote

Rates vary by language pair, document type, and volume

## WHY HULL SITE SERVICES

- Veteran-owned with active government certifications
- NIGP 961-75 registered for translation services
- Proven QA process with dual-review workflow
- Format-matched deliverables — no rework needed
- Experienced with government register and terminology
- Rapid turnaround on standard document types
- Multiple language pairs available

## CONTACT

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