

An Introduction to Afia Translation Services

Afia Corporation

April 1, 2020

Afia's Translation Services



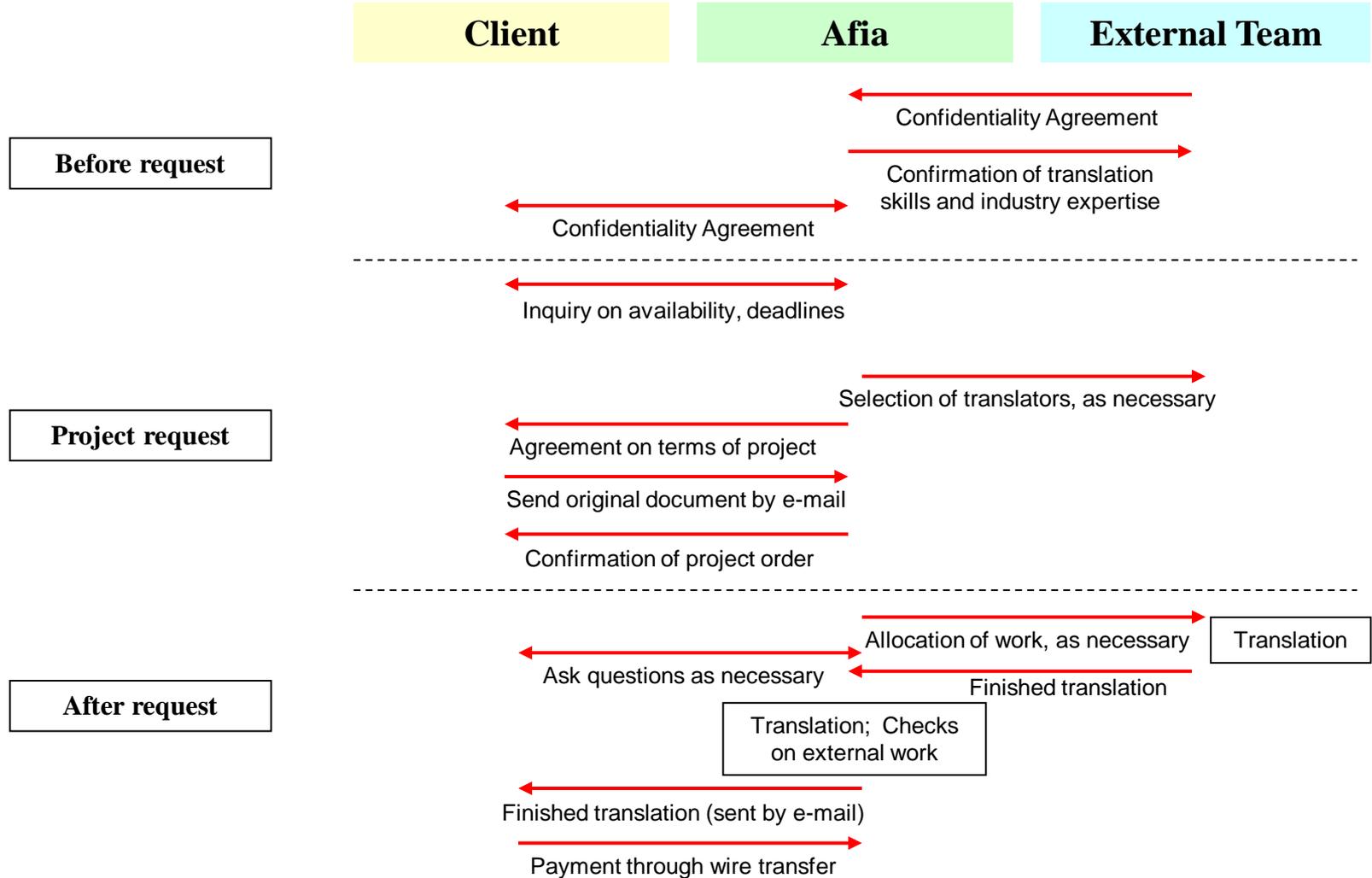
- Afia Corporation was established in 2003 as a management consulting firm, and has been converted into a high speed/high quality translation services company as of January 2006, with a focus on clients in the financial services sector
- Afia is committed not only to the quality of the translations, but also to the presentation of the documents. We therefore format each page to create a professional look or to match client templates in Word, Excel, or PowerPoint for no extra charge
- A translation team with extensive experience in financial services provides high-quality services on a 24-hour basis, even for documents in specialized areas
 - Selection of translators who are both native English and Japanese, with extensive experience in the financial industry
 - Translators are free to accept or decline any project from Afia, maintaining their motivation for projects they do accept
 - Through their experience as bankers, they respect the need for confidentiality and have signed strict NDAs
 - These translators submit finished work to Afia, and their work is checked for accuracy and consistency
- Over 40 corporate clients, mostly in financial services
 - Foreign/domestic investment banks, private equity funds, hedge funds, trust banks, corporate IR divisions, etc.
- Translation Supervisor

Tak Okamoto, M.D., Esq., CPA, CMA, CFM, Ph.D. (President & CEO)



Upon graduating from the Wharton School of the University of Pennsylvania, Tak worked on numerous cross-border M&A transactions in the Investment Banking Division at Goldman Sachs (Japan) Ltd. He then performed marketing, advertising, and competitive analysis functions at Microsoft before becoming a founding member of the Business Planning Group within Microsoft's Xbox Division. Tak founded Afia Corporation in June 2003, and serves over 40 corporate clients. He has been admitted to the State Bar of California and maintains active status as an attorney. He is also a board certified gastroenterologist.

Translation Request Process



Fee Structure and Contact Information



- The simple fee structure precludes the need to count words per page or to consider formatting expenses in calculating translation fees

Fee Structure

- **16,500 yen per A4 page (after tax)**, regardless of word count, content, formatting needs, E/J or J/E
- **19,800 yen per A4 page (after tax)**, for hard copies, PDF files, and other non-editable documents
- The above rates do not apply in some cases (e.g. documents with small font, very tight deadlines, etc.). Afia reserves the right to request higher per-page rates in its quotations at its sole discretion
- The above rates are established on the assumption that there will be pages which are not full of text.
There are no discounts for pages with less than a full page of text

Disclaimers

- **Same-day requests are not accepted** (overnight requests may be accommodated)
- Requests accepted by **e-mail only**
- By making a translation request to Afia Corporation, you agree that Afia will not be legally liable for any losses arising from errors in translation (e.g. for translation of contracts, etc.)
- Acceptable file formats: Word, Excel, PowerPoint, Visio, PDF
- For documents where text is included in graphics files, please also send original files on which text editing is possible
- Please note that we may not be able to accept every translation request

Contact Information

- For translation requests or inquiries, please contact us at tak@afia.jp