

LEGAL SERVICES

LEXINOVA
LANGUAGE SERVICES

TRANSLATION
GUIDE

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1. INTRODUCTION

Legal language is complex, technical, and highly specific.

When documents cross borders or involve international parties, accurate translation becomes not just a convenience - but a necessity.

This guide is created for professionals handling legal materials who want to ensure their content is clear, precise, and legally sound in multiple languages.

At Lexinova, we offer expert legal translation services backed by confidentiality, consistency, and compliance.



WHY TRANSLATION MATTERS

2. WHY TRANSLATION MATTERS

Legal documents demand more than word-for-word translation - they require contextual understanding, correct legal terminology, and sensitivity to jurisdictional differences.

A mistranslated clause can invalidate a contract or cause severe legal risk.

Lexinova's linguists are trained in legal terminology and procedures, ensuring your translations uphold both intent and enforceability.

3. STEP-BY-STEP GUIDE

1. Determine the Type of Legal Document
 - E.g., contracts, NDAs, wills, court filings, terms & conditions.
2. Specify the Target Language(s)
 - Identify all parties involved and their required jurisdictions.
3. Check Jurisdiction-Specific Requirements
 - Some courts or institutions require certified or sworn translations.
4. Select a Specialist Legal Translator
 - Lexinova assigns translators with legal backgrounds and experience in relevant practice areas.
5. Submit Clean, Legible Files
 - Word documents preferred, but we also handle PDFs and scanned images.
6. Request Certification or Notarisation If Needed
 - We offer certified translations and can assist with notarisation or apostille services.
7. Use a Secure Method of Delivery
 - All files are treated with strict confidentiality and transmitted securely.
8. Retain All Translated Documents for Records
 - Maintain copies for compliance, audits, and legal processes.

SECTOR SPECIFICS

4. SECTOR-SPECIFIC CONSIDERATIONS

- Terminology Accuracy: Legal jargon often doesn't translate literally - our experts ensure accurate equivalents in the target language.
- Confidentiality: All projects are handled with absolute discretion and covered by professional indemnity insurance up to £1M.
- Consistency Across Documents: We maintain cohesive terminology across all related documents (e.g., contracts, appendices, terms).
- Cultural & Legal Context: We localise appropriately based on the legal system and regional variation (e.g., UK law vs. EU regulations).
- Compliance-Driven: Lexinova ensures your translated documents meet international legal standards.

5. CHECKLIST

☐ Final versions of all documents ready for translation.

☐ Clear formatting and editable file types (e.g., Word, Excel).

☐ Defined target language(s) and country.

☐ Internal glossary or terminology (if available).

WHY USE LEXINOVA

Lexinova specialises in legal translation services.

We combine sector-specific expertise, native-language translators, and rigorous quality control to ensure translations are accurate.

With professional indemnity insurance up to £1 million, your reputation and compliance are in safe hands.

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