

RELOCATION & LOGISTICS

LEXINOVA
LANGUAGE SERVICES

TRANSLATION GUIDE

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1. INTRODUCTION

Relocation and logistics services often involve complex documentation, cross-border communication, and regulatory compliance - all of which demand precise, culturally aware translation.

Whether you're assisting corporate relocations, handling freight shipments, or coordinating customs paperwork, this guide will help you understand how to approach translation effectively and why Lexinova is the right partner to support you.

WHY TRANSLATION MATTERS

2. WHY TRANSLATION MATTERS

Accuracy is everything in relocation and logistics.

Misunderstood customs declarations, incomplete visa paperwork, or mistranslated insurance terms can result in legal issues, delays, or lost trust.

With international moves and shipments, you're not just navigating roads and borders - you're navigating languages, cultures, and strict regulations.

Professional translation reduces risk, protects clients, and ensures smooth operations.

3. STEP-BY-STEP GUIDE

1. Gather All Relevant Documents
 - Include customs forms, inventory lists, visa support documents, insurance, client communication, etc.
2. Identify Target Languages
 - Based on destination and origin countries (e.g., moving from UK to Spain = Spanish).
3. Use Editable Formats
 - Word, Excel, or original PDFs are ideal for translation. Avoid scanned copies if possible.
4. Work With Sector-Specific Linguists
 - Choose translators with experience in legal, logistics, and international mobility.
5. Ensure Legal Terminology Accuracy
 - Customs, residency, taxation, and immigration documents require precise and compliant language.
6. Localise Content Where Needed
 - Measurement units, addresses, date formats, and references should match local standards.
7. Proofread & Certify if Required
 - Some documents (like visa paperwork or customs invoices) may require certified translation.
8. Update and Track
 - Ensure documents are kept current, especially if regulations or client circumstances change.

SECTOR SPECIFICS

4. SECTOR-SPECIFIC CONSIDERATIONS

- Customs Documentation: Inaccurate translations may result in border delays or fines.
- Visa & Immigration: Missteps in translation can cause rejected applications or legal complications.
- Client Communication: Email templates, move guides, and FAQs should be available in client languages.
- Compliance: Some countries legally require documentation in the official language.
- Partnerships: Collaboration with removal partners (like Lexinova's partnership with Statham & Company) ensures clients receive a seamless, bilingual relocation experience.

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 translation services for Relocation & Logistics.

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

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

CONTACT US TODAY

Email: partnerships@lexinova.co.uk

Website: www.lexinova.co.uk

Phone: +44 333 880 1202

**Address: Dalton House, 35 Chester Street,
Wrexham, LL13 8AH**