



LANGUAGE INNOVATIONS

Helping Businesses Communicate Worldwide™

Please email completed form to: BFriedman@languageinnovations.com

Client Information		Customer Code:
Company Name:		
Industry:		
Address:		
Customized Billing		
Language Innovations provides customized billing to every account by gathering specified billing information from callers before every interpretation session. Gathered information will appear with each call on your monthly invoice.		
Your invoice will automatically include the date, time, length, total cost and language needed for each call. In addition to the information above, Language Innovations can collect up to four statistics from callers.		
If you indicate "YES," required for billing, your employee/CSR will NOT be connected to an interpreter without this information. If we should connect your employee/CSR regardless of them having the particular piece of information, please indicate "NO."		
Information to be collected		Required for billing? Yes/No
1.		
2.		
3.		
4.		
If Yes to any , please provide name and phone number of a contact within your company whom callers can be referred to should they not have the billing information required for connection:		
Language Mix		
ANTICIPATED MINUTES PER MONTH (IF KNOWN):		
FREQ. REQUESTED LANGUAGES– Attach previous usage report, invoice or spreadsheet if available		
Phone Recordings: It is the policy of Language Innovations to record all telephonic interpretation sessions for billing and quality control purposes. By checking the box below you are requesting that your sessions not be recorded.		
<input type="checkbox"/> I request that my interpretation sessions not be recorded		

Terms:

1. Telephonic Interpreting Services are billed at \$2.25 per minute or part thereof.
2. Client agrees to pay for accrued services monthly upon receipt of an invoice.
3. A receipt of payment will be sent to Client at the end of the billing cycle, which concludes on the last calendar day of each month after payment has been charged to the credit card.

AGREED AND ACCEPTED BY CLIENT: _____
Sign above & Date
Name & Title