



TOLLUND®

NORDIC LEGAL LANGUAGE SERVICES

DANISH, SWEDISH AND NORWEGIAN LITIGATION SUPPORT

A QUESTION OF TRUST

TRUSTING YOUR TRANSLATED DISCOVERY MATERIALS

You are a team of experienced litigators. You have assembled a number of distinguished subject matter experts; you have spent months conducting discovery, having documents translated, studying, preparing and researching your case.

But, what if the documents you rely on have been mistranslated? How would you know until it is too late?

Missing legal, cultural or technical clues and nuances can cost you money, time and loss of prestige. A mistranslated phrase or statement can jeopardize your case.

“ *Your translations were superb in quality and impressively fast in execution. I am sure that the many judges who are attending [our Global Constitutionalism Seminar] will be greatly appreciative of your contribution.* ”

ROBERT C. POST
David Boies Professor of Law
Yale Law School

WHAT IS YOUR RISK PROFILE?

In the language services industry, bigger is not necessarily better. Sure, it's convenient to have only one telephone number for *all* your language needs. But it is a convenience that comes at a potentially enormous cost.

In the context of litigation, trusting an all-language, all-purpose service provider with your discovery materials in any minor language will inevitably increase your risk exposure dramatically: Your documents will immediately be outsourced and probably even re-outsourced.

Large providers are subject to enormous pricing and overhead pressures. They therefore need to spread their net wide to find the lowest cost translators they can. We submit that it is impossible for such providers to have the resources to vet third-party translators reliably and to invest the requisite linguistic and financial resources necessary to ensure a reliable product.



PEACE OF MIND

The keyword in translation, we believe, is **focus**. Our primary focus is on the translation of discovery materials in the Nordic languages; we offer complex litigation support with multi-tiered pricing, and we invest heavily in local language and industry-specific resources. We are especially sensitive to your needs as a U.S.-based law firm protecting invaluable patents, brands and closely guarded market strategies.

Our focus on law, the Nordic languages and the Scandinavian industries gives you a distinct advantage in court proceedings, compliance matters and document filings.

You will save a significant amount of time, energy and money. And you will have the peace of mind that comes from knowing that true professionals are translating your discovery materials or interpreting at your deposition.

Please take a moment to find out more about us by reading this brief brochure or by visiting us at www.tollund.com.

We'll be happy to answer any questions you might have, meet you in person for an informal discussion of your needs, or provide you with a price quote for a specific job. You can reach us at any of the addresses below or by calling our service hotline 24 hours a day, 7 days a week.

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Toldbodgade 15A
DK-1253 Copenhagen K.

BOSTON
70 Topsfield Road
Boxford, MA 01921

24-Hour Hotline: 1 (212) 933-1800
E-mail: mail@tollund.com

FOCUS • NORDIC REGION

INDUSTRY EXPERTISE

To ensure reliability and value within your discovery area, a number of features need to come together. To name a few, you should generally expect:

- Experience with U.S. and Nordic legal terminology;
- Relevant industry experience;
- Mastery of the language relevant to your project; and
- Turnaround times at a cost you can afford.

Our philosophy is that translation and interpretation must be a worry-free experience for you and your firm, not a challenge. By focusing on this intersection of services we are able to deliver a degree of insight, clarity and expertise unparalleled in the industry.

Our client list is proof of our dedication. It includes top-tier law firms in the United States and Scandinavia, various U.S. state trial court systems, U.S. and Scandinavian government agencies and the United Nations.

Insight, clarity and expertise unparalleled in the industry

SWEDISH • NORWEGIAN • DANISH

We offer translation and interpretation services into and from Swedish, Norwegian and Danish, carried out by staff members who have absolute native fluency in those languages.

For very large projects, we sometimes contract with outside freelancers. Such freelancers are not only subject to strict confidentiality agreements but are also carefully reviewed and selected by us.

We occasionally work on projects that involve more than just the Nordic languages. On such projects we are proud to collaborate with industry-renowned JURISCRIBE® a New York-based specialist legal language services firm.



LEGAL

The bulk of our work consists of patents, summonses and complaints, evidentiary and financial documents, judicial proceedings, foreign statutes and contracts.

We offer accurate, well-written translations of legal, financial and scientific documents written in Danish, Swedish or Norwegian, and we can ensure that your documents are certified for acceptance by any court or government agency in the United States, Canada, Great Britain or the Nordic countries.

We will be happy to put you in touch with local legal professionals who can assist you with evidence taking and service of process in the Nordic countries, cataloging for international document discovery and researching Nordic legal texts.

LANGUAGES

Norwegian □ Swedish
English □ Danish

In addition, we offer deposition and trial interpretation services.

We are extremely sensitive to your need for timely assistance. You can reach us 24 hours a day, 7 days a week, all year around. We also offer RUSH and EXPEDITED SERVICE at an additional fee.

INDUSTRIES

Shipping □ Oil □ Energy
Environment □ Foods □
Life Sciences □
Chemistry

LEGAL

Corporate & Financial Law
Legislation □ Contract Law
Intellectual Property □
Discovery

SERVICE OFFERINGS

DOCUMENT REVIEW AND TRANSLATION

No two translation projects are the same. You may have hundreds of boxes of discovery material for translation, or you may have a number of letters of request or summonses for the Scandinavian central authorities.

Whatever your needs, you should start scheduling translation and interpretation services as soon as possible. In fact, we recommend that you contact us before contemplating action or immediately upon being notified of the discovery schedule.

There will be many foreign-language documents coming up throughout the process that may not have been included in the initial discovery request, but we cannot emphasize this enough: You will save yourself much stress by getting us involved as early in the process as possible.

We will be happy to come to your firm to perform document review and triage to identify and prioritize documents for translation or elimination or for an informal talk about how to schedule your language-services needs.

We offer certified translations for document submissions to courts and government agencies in Scandinavia and the United States.

CONSECUTIVE AND SIMULTANEOUS INTERPRETATION

Tollund has provided the legal community with interpreting services for the past 15 years. We work in court proceedings, at depositions, and sometimes provide support in daily communications over the phone.

We have worked in the federal, the New York, Delaware, and Massachusetts court systems, as well as at the United Nations.

Please request our free booklet *Depositions of Scandinavians in the U.S. Legal System* before considering using interpreter services.



MULTI-TIERED PRICING

You will find that our prices are extremely competitive within the industry. Depending on your needs, we offer several different levels of translation. They can be combined or used individually.

Pricing is based on the time available for delivery of the translation and the purpose to be served by the translation.

Document Triage

When deadlines are tight, the quickest and most cost-effective solution is often to bring a translator onsite for a preliminary document review. Important documents are identified and prioritized for translation.

For Information

“For information” material will be translated and edited but will not be accompanied by a notarized affidavit attesting to the accuracy of the translation. They are draft-level translations that are not subject to full quality control procedures.

Abstracting

Abstracting is an excellent choice, if you need an overview of multiple batches of documents with little time to spare. We will distill pages down to their essence, providing summaries rather than word-for-word translations.

For Certification

Certified translations undergo our full and rigorous control procedures and are accompanied by a notarized affidavit attesting to their accuracy. We offer certified translations for document submissions to U.S. and Scandinavian courts as well as the various countries’ government agencies and central authorities.

EXPERTISE AND RESOURCES

CORPORATE ASSETS

Translating legal material not only requires that translators be fluent in both languages or someone intermediating between you and the translators, it requires knowledge of the legal system and a considerable investment in resources.

By hiring us you stand to reap very real benefits from our accumulated corporate assets.

We have invested an enormous amount of time and money in the most recent translation technology and have created databases comprising over 1 million translation units for the legal area in our focus languages Swedish, Danish and Norwegian. The result: more consistent terminology usage, greater accuracy and greater speed.

Our three major bilingual legal term bases are rivaled only by the internal term bank database for the Official Publications of the European Communities (EUR-OP) CELEX.

In addition to our term bases, we have a comprehensive library of specialist dictionary and reference works for the Nordic languages covering all our industry areas.



TOLLUND LAW LIBRARY

Once we establish a relationship, we will be more than happy to share our large library of up-to-date law texts and international treaties in parallel translations. We offer texts that are generally unavailable or that are available only in excerpts.

Our library consists of translations from and to the Nordic languages. Subject matter areas include Intellectual Property, Procedural Law, Personal and Corporate Tax Law, Product Liability Law, etc. We also offer for your use some of the generally referenced portions of the U.S.C. to enclose with your letters of request and summonses to the various judicial authorities.

For an updated list of our translated titles, please ask for our catalogue.



DISCOVERY, DEPOSITION AND TRIAL

A THINKING LANGUAGE SERVICE PROVIDER

We believe you will come to see us not just as another language services provider, but as one that adds value and creates a context for the services we offer.

As part of our service and product package, we would be happy to share with you some concrete pointers and materials that can help you conduct a more effective deposition.

DEPOSING SCANDINAVIANS

If you are planning on deposing Scandinavians or your case involves a Scandinavia-based law firm or company, we would be happy to send you our booklet *Depositions of Scandinavians in the U.S. Legal System: Testimony for Use in Trials or Arbitration Proceedings*.

Co-written with renowned legal scholar Professor Dr. Jur. Erik Werlauff, the booklet examines the general deposition process from the perspective of a Scandinavian witness, cultural and legal stumbling blocks, and some of the advantages and disadvantages of working with interpreters. The booklet is laid out as parallel Danish-English versions in case you need to share its contents with your local co-counsel or client.



TAKING DEPOSITIONS IN SCANDINAVIA

We might also be able to assist you if you are planning to depose witnesses in Scandinavia.

Before contacting us, and as you are weighing the pros and cons of taking your deposition locally, we suggest you consider a few of the challenges this might involve.

Depositions by telephone

If you are planning on deposing a witness by phone, please contact the respective consular sections of the U.S. Embassies in Denmark, Sweden or Norway, as telephone depositions may not be permitted in certain circumstances, if at all.

Stenographers

From a practical perspective, you should also know that English-language stenographers are generally not available in the Scandinavian countries, if ever.

Swearing in witnesses

The Nordic legal systems do not provide for oaths or affirmations, which means that voluntary witnesses deposed outside courtrooms might not, for instance, be prosecuted under the respective countries' laws for perjury.

Because of these challenges—and many others—it is rarely desirable to depose witnesses abroad. Still, we will be happy to refer you to a number of on-line or printed resources that can help you plan your discovery.

We can also provide you with free referrals to local experts in Scandinavian legal procedure, or we can arrange to have a local interpreter present at your deposition.

For more details, please contact Nils Eskestad in Copenhagen at ne@tollund.com, or call us at (978) 257-6426.

TOLLUND PRINCIPALS

CHRISTIAN SCHOENBERG, D.Phil. (Oxon)

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Christian Schoenberg holds master's degrees from the University of Copenhagen, Stirling University and Oxford University, and a doctorate in literature from Oxford University.

Aside from translating legal materials on a daily basis for 14 years, Christian is also an interpreter with the U.N. and the court systems of Delaware, New York, and Massachusetts. He also translates for the U.S. State Department and has security clearance from the U.S. Bureau of Diplomatic Security.

Christian has practical experience working as a management consultant for A.T. Kearney's Financial Institutions Group in New York and Stanford Research Institute (SRI) Consulting in Menlo Park, California.

He is certified by and is on the Danish-language grading committee of the American Translators Association (ATA), is an active member of the Danish Association of Lawyers and Economists (DJØF), the New York Circle of Translators (NYCT), the New England Translators Association (NETA), the Houston Interpreters and Translators Association and the National Association of Judiciary Interpreters & Translators (NAJIT).

NILS ESKESTAD, Ph.D. (St. Andrews)

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Nils Eskestad has worked as a translator since 1995. He holds a master's degree from the University of Copenhagen and a doctorate from the University of St. Andrews.

Before working full time for Tollund. Inc., Nils held various academic posts in Britain and Denmark, including an assistant professorship at Copenhagen Business School. He is also currently an external university examiner in English for the Danish Ministry of Science, Technology and Innovation.

Nils is an active member of the American Translators Association (ATA).



DAN SIVERTSEN, J.D. (Duke)

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Dan Sivertsen holds an LL.B from the University of Copenhagen, a J.D. from Duke University, and is admitted to the bar in New York.

Before joining Tollund, Inc., he practiced law in the corporate and international departments of top-tier New York law firms for several years. While there he worked on complex cross-border transactions and advised clients in numerous industries on transactional and regulatory matters.

STEVEN M. KAHANER, J.D. (GW)

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Steve M. Kahaner is an associate partner of Tollund, Inc. A graduate of Tufts University, Steve received his law degree from the National Law Center of George Washington University as well as a Diploma in Advanced International Legal Studies from the University of the Pacific, McGeorge School of Law in Salzburg, Austria. Steve is licensed to practice in New York and Connecticut. Steve, through Juriscribe®, handles all of Tollund's non-Nordic work.

Steve is a founding member and member of the Board of Directors of The Association of Language Companies (ALC) and an active member on the ALC's Norms Committee, which is involved in the creation of industry-wide standards for translation services.

Steve is the Chair of the Committee on Inter-American Affairs of the Association of the Bar of the City of New York (the "New York City Bar"), and a member of the New York City Bar's Council on International Affairs.

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