



**Translation  
Support  
Consulting  
Networking**

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**ORDER**

|  |  |
|--|--|
| <b>Client</b>                            |  |
| First name, surname:                     |  |
| Address in Switzerland:                  |  |
| Contact telephone number in Switzerland: |  |
| Permanent Address:                       |  |
| Telephone number at permanent address:   |  |
| E-mail address:                          |  |

|                        |  |
|------------------------|--|
| <b>Executing Party</b> |  |
| First name, surname:   |  |
| Address:               |  |
| Telephone number:      |  |
| E-mail address:        |  |

| <b>Service</b> | <b>Date</b> | <b>Location (Address)</b> |
|----------------|-------------|---------------------------|
| 1.             |             |                           |
| 2.             |             |                           |
| 3.             |             |                           |
| 4.             |             |                           |
| 5.             |             |                           |
| 6.             |             |                           |

| <b>Transport</b> | <b>Travel time</b> | <b>Kilometers</b> |
|------------------|--------------------|-------------------|
| 1.               |                    |                   |
| 2.               |                    |                   |
| 3.               |                    |                   |
| 4.               |                    |                   |
| 5.               |                    |                   |
| 6.               |                    |                   |

|                         |  |
|-------------------------|--|
| Initial estimate:       |  |
| Advance:                |  |
| Received (place, date): |  |
| Received (signature):   |  |

In signing, the client confirms the order and agrees to pay the balance on completion of the work.  
Additional services are subject to an additional order.

|  |  |
|--|--|
| <b>Client</b>                          |  |
| Full name<br>(first name and surname): |  |
| Place, date:                           |  |
| Signature:                             |  |