**SAMPLE DOCUMENT FOR TRANSLITERATION NOT DONE BY PROFESSIONAL TRANSLATORS**

The following conditions have to be met:

(a) the name, designation and address of the translator are clearly stated;

(b) the translator declares that he or she is proficient in English and *[specify language]*;

(c) the translator declares that the transliteration provided is accurate; and

(d) the transliteration is signed by the translator.

**Notes:**

In the scenario that the mark contains words/characters of two foreign languages, such as Chinese and Japanese characters, the applicant may submit either:

- two separate transliteration documents done by two different translators (one proficient in Chinese, and the other proficient in Japanese), or

- if the translator is proficient in both Chinese and Japanese languages, the translator may declare so in a single transliteration document. The document would need to clearly state the language of the different characters/words and their respective transliteration.

**DOCUMENT FOR TRANSLITERATION OF NON-ROMAN CHARACTERS**

**[insert GI Number (representation of the GI is optional)]**

I, **[insert name of translator],** of **[insert designation and address of the translator**], hereby declare that I am fluent in English and **[insert language]** and that the transliteration provided below is accurate:

**[Sample transliteration information shown below in blue]**

[Chinese] characters Transliteration in English

华 Hua

文 Wen

**[insert signature of translator]**

**[insert name of translator]**

**[insert date]**