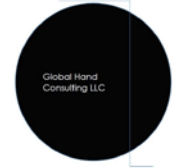


D&T Translations – Professional Translation Agency*(D&T Translations is a trade name of Global Hand Consulting LLC)*

Tel +1 (973)-851-6007

1110 Hamilton Street,
Belleville, NJ, 07109www.dtranslations.com
Order@dtranslations.com

Agreement

This Translation Services Agreement ("Agreement") is made effective upon submission of the contact form located at www.dtranslations.com/careers between the partner translator (contractor or person who filled out and submitted the form) and Global Hand Consulting LLC dba D&T Translations (hereinafter "Company"), located at 911 Memorial Drive, New Jersey, USA, 07109, individually referred to as "Party" and collectively referred to as "Parties." Parties acknowledge that the promises made by Contractor and Company set forth below constitute full and adequate mutual consideration. Based on such mutual consideration, Parties agree as follows:

The term "Translation" for the purposes of this Agreement means a translation or any other translation-related tasks such as transcreation, editing (revision and review), proofreading, etc., that require the skills of a translator.

Relationship between Parties.

Contractor serves as an independent contractor of Company in the performance of Contractor's Services under this Agreement. Nothing contained or implied in this Agreement creates a relationship of employer–employee between Company and Contractor nor does it create a joint venture, partnership, or similar relationship between Company and Contractor. Contractor is free from direction and control over the means and manner of providing the Services, subject only to the right of Company to specify the desired results.

Contractor understands and agrees that (a) Contractor must file all corporate and/or individual tax returns and pay Federal and State taxes, as appropriate; (b) Company is not responsible for withholding any income or any other taxes with respect to Contractor's fees; and (c) Contractor has no claim against Company for any employee benefits of any kind. Contractor bears the full expenses of its operations. Company is not liable to Contractor for any expenses paid by Contractor, unless such expenses have been agreed in advance in writing. Any reference made in this Agreement to "in writing" includes e-mail, WhatsApp and/or facsimile communications.

Compensation and Payment.

Company agrees to pay Contractor the fee(s) set forth in each project assignment for Services. Any fee(s) agreed in advance between Contractor and Company become(s) binding only after Contractor has received and reviewed the source material and Company's instructions, and both parties have agreed in writing on the project specifications. Supplementary charges may also be agreed in advance, for example those arising from: (a) inconsistent text, poorly legible copy, or complicated layout or presentation; and/or (b) certification; and/or (c) priority work or work outside normal business hours. If any changes/revisions are made to the source text or project

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specifications at any time while the task is in progress, Contractor's fee, charges, and terms of delivery may be adjusted by mutual agreement in writing. In the event a project assignment is cancelled while the task is in progress, Contractor's fee is payable for all work completed up to the notice of cancellation, provided such work is made available to Company.

Payment in full must be made by Company to Contractor no later than 15 days from receipt of invoice by the method of payment specified in writing between the Parties. Contractor is entitled to charge a late fee for any undisputed overdue payments. In no event should payment to Contractor be contingent upon payment to Company by the party who commissioned the work. For long assignments, Contractor may request an initial payment and periodic installments. If an installment becomes overdue, Contractor, upon giving Company a written notice, has the right to stop work until the outstanding payment is received and to extend the deadline(s) for delivery accordingly.

Delivery.

Any delivery date(s) agreed to in advance between Contractor and Company become(s) binding only after Contractor has received and reviewed the source material and Company's instructions, and both parties have agreed in writing on the project specifications. Unless otherwise agreed, Company can reasonably expect to receive the assigned project no later than the normal close of business on the agreed-upon date of delivery.

Quality Assurance.

Contractor understands and agrees that Company may, at Company's discretion, edit and/or proofread Contractor's work as part of Company's quality-assurance efforts. However, if Contractor retains the copyright in a Translation, or if Contractor is asked to deliver a certificate of accuracy, no amendment or alteration may be made to a Translation without Contractor's written acceptance of such amendment or alteration. If in Company's substantiated opinion, Contractor has delivered substandard Services in relation to the project specifications, Company must inform Contractor in writing within 3 business days and give Contractor reasonable time to bring the work up to the required standard; if this procedure is unsuccessful or if, for lack of time or otherwise, Company incurs extra expense in bringing the work up to the required standard, Company may be entitled to reduce the fee payable to Contractor by the amount of such extra expense.

Ownership of translation.

If a Translation is done as a "work made for hire" as that term is defined under U.S. copyright law, Company owns all copyrights in the work product upon full payment of the agreed fee. To the extent that a Translation does not qualify as a work made for hire, copyright remains the property of Contractor and such copyright can be assigned or licensed to Company upon full payment of the agreed fee.

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Indemnification.

Each Party hereby agrees to indemnify and hold harmless the other and such indemnified Party's subsidiaries, directors, officers, agents, and employees from and against all claims, liabilities, and expenses, including reasonable attorneys' fees, which may result from acts, omissions, or breach of this Agreement by the indemnifying Party, its subcontractors, employees, or agents. This provision shall survive the termination of this Agreement.

Notwithstanding anything to the contrary, except in case of willful misconduct or gross negligence, Contractor's entire liability to Company for damages or other amounts arising out of or in connection with the Services provided by Contractor hereunder shall not exceed the total amount of payments made by Company to Contractor under this Agreement.

Confidentiality.

Information is deemed Confidential Information if, given the nature of Company's business, a reasonable person would consider such information confidential. Contractor agrees: (a) to exercise the same degree of care as he/she accords to his/her own confidential information, but in no case less than reasonable care, and (b) to use Confidential Information which Company provides to Contractor only for the performance of Services for Company and not for Contractor's own benefit. Notwithstanding any other provision in this Agreement, Company has the right to immediately terminate this Agreement in the event of any breach of this provision.

Term.

This Agreement remains in effect for 1 year(s) from the Effective Date and, unless terminated as set forth below, continues in effect for successive 1 year periods. Contractor understands and agrees that Company will be utilizing Contractor's Services only on an as-needed basis and at Company's discretion. Contractor may, without penalty, decline to accept any offered assignment from Company.

Termination.

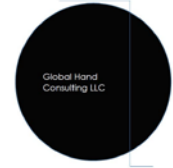
Either Party may terminate this Agreement at any time upon 14 days' written notice sent to the other Party using the contact information provided in the Notification section below. In the event of such termination, the Parties agree to act in good faith toward one another during the notice period. In the event of termination of this Agreement, Contractor must provide Company, and Company must pay Contractor for, all Services performed through the date of termination; Company is not obligated to pay Contractor any other compensation, severance, or other benefit whatsoever.

Non-Exclusivity.

Company acknowledges that Contractor may perform services for other customers, persons, or companies during the term of this Agreement as Contractor sees fit, subject to the terms of this Agreement.

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Choice of Law. The laws of the State of New Jersey, USA will govern the validity of this Agreement and the interpretation of the rights and duties of the Parties.

Non-Inducement/Non-Solicitation.

For the duration of this Agreement and for a period of 5 year(s) immediately following its termination, Contractor must not: (a) induce, solicit, or recruit, or attempt to induce, solicit, or recruit, any of Company's employees to leave their employment or otherwise terminate their relationship with Company, or (b) solicit work from parties known to Contractor to have commissioned work from Company.

In the event of a breach of this provision while the Agreement is in force, Company has the right to immediately terminate this Agreement.

Notification.

Either Party can provide notice to the other Party using the following contact information:

Name of Company: Global Hand Consulting LLC dba D&T Translations

Department or Person: Don Askarov

Company Postal Address: 911 Memorial Drive, Belleville, NJ, 07110, USA.

Company E-mail Address: support@dtranslations.com

Company Phone # +1 973 851 6007

Company Fax # n/a

Contractor Postal Address: Contractor must provide his/her mailing address to support@dtranslations.com upon request.

Contractor E-mail Address : as indicated in the contact form.

Contractor Phone #: as indicated in the contact form.

Contractor Fax # n/a.

Severability.

If any provision of this Agreement is held to be invalid or illegal, such invalidity or illegality does not invalidate the remainder of the Agreement. Instead, this Agreement is then construed as if it did not contain the illegal or invalid part, and the rights and obligations of the Parties are construed and enforced accordingly.

Modification or Amendment.

No amendment, change, or modification of this Agreement is valid unless in writing and signed by both Parties.

Entire Agreement.

This Agreement contains the complete agreement of the Parties and supersedes any and all other agreements between the Parties. By signing below, the Parties represent that neither is relying on any promise, guarantee, or other statement not contained in this Agreement.

This agreement shall be downloaded upon contact form submission at www.dtranslations.com/careers and used in case of disputes and disagreements.

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1. Please notify us if you think that the document submitted for translation looks suspicious, has misplaced personal information, belongs to a person aged less than 13 years or any other doubtful information.
2. Please update us on the status of the project at least three hours before it is due.
3. Please let us know well in advance if you can not complete the project.
4. Before sending us a completed translation, a. Revise it to make sure there are no mistakes in names, numbers, dates and grammar. b. make sure that the format has been followed: create tables, use text boxes, bold and different font, type out stamps and signatures to make it look professional (do not submit just plain text) c. Name the files after the client's name we provided you with. Also, please always mention the client's name when submitting your translation. d. please attach your translator's certification to it.

The certification format should include the certifier's name, signature, address, and date of certification. A suggested format is:

Certification by Translator

I [typed name], certify that I am fluent (conversant) in the English and [enter appropriate language] languages, and that the above/attached document is an accurate translation of the document attached entitled [enter title of document].

Signature

Typed Name

Address

Date

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All completed translations must be client-ready and sent on our company letterhead (Word file) to support@dtranslations.com. Additionally, they can be sent to us on WhatsApp. If we did not send you our company letterhead, please ask us. No PDFs or Images, Word files only please! The font must be no less than 10. It is okay if it takes up more pages and does not identically follow the format. However, please make sure that the format is followed.

Important note: Quite often clients may ask us to make corrections and/or adjustments. Please do so only in accordance with the original material. Keep in mind, certified translations should be word for word. Do not try to evaluate, interpret or paraphrase the source text.

Confidentiality note: We treat our customers' personal information very seriously. We keep it in secure environments and databases. We check our computers for viruses and take reasonable measures to protect it from leakage or hacking. We also dispose of it very carefully and completely, making sure there are no traces left behind. The US and International Law impose strict penalties including criminal ones for misusing personal information. As our collaborator, we expect you to take similar precautionary measures. Please consider the following steps when handling the information we share with you: 1. Please, do not share our customers' personal information with any third parties without our consent. 2. Please always store the information only in secure environments and databases. 3. Please always dispose of all the documents containing personal information that we send you once the work has been done (usually after 24-48 hours).

Payments for complete projects are made every Sunday by means of PayPal.

Please send us a PayPal invoice to perevoduscis@gmail.com (do not send money requests).

The invoice must be made on the PayPal website. The invoice must be under your real full name, include your residing address and made payable by Global Hand Consulting LLC dba D&T Translations. In the description fields, please indicate the names of the clients for whom the translation is done. If we did not give you the client's name, please ask us to. The amount of money you received for each client should match the name.

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If you have any questions or suggestions, please let us know by emailing us at support@dttranslations.com.

Thank you!