



Sworn translator of German Leszek Adam Mickiewicz

Translator of English Monika Maria Mickiewicz



Firm presentation

Zielona Góra, May 2014



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Welcoming word

Ladies and Gentlemen,
let me represent to you our firm in a form of this presentation.

Our firm has existed since June 2010. Since the time of establishment the firm still has achieved success in its development and ensures its clients the highest translation quality and cooperation, reliability and meeting the deadline of realisation.

On the next pages of this presentation you could find the history of our firm, main specializations, clients' circle, courses of development. You are also inviting to the circle of clients.

I warmly invite to the presentation reading and give my respects to you.
Leszek Adam Mickiewicz sworn translator of German, the owner

Leszek Adam Mickiewicz



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Basic data of the firm

Firm name: Tłumaczenia Mickiewicz
Address: ul. Kapielowa 10B, 65-383 Zielona Góra
Tax Identification
Number: PL 928-184-43-60
Company number: 080440573
Firm registration data: 10.06.2010
Correspondence
language: Polish, German, English
Contact telephone: (0048)669-259-424, (0048)691-874-021
Email: tłumaczeniamickiewicz@tłumaczeniamickiewicz.pl
Website: www.tłumaczeniamickiewicz.pl

German: Sworn translator of German Leszek Adam Mickiewicz
English: Translator of English Monika Maria Mickiewicz
Translator of English Leszek Adam Mickiewicz



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Location of the firm





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**Diploma of acquiring
qualifications for working as
a sworn translator of German,
awarded during the
swearing-in ceremony
in the Ministry of Justice
of the Republic of Poland
by the Minister of Justice
on the 27th of October 2009**





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**Certificate of entry on the list
of sworn translators
kept by the Minister of Justice
of the Republic of Poland, awarded
during the swearing-in ceremony
in the Ministry of Justice
of the Republic of Poland
by the Minister of Justice
on the 27th of October 2009**





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Diploma of the postgraduate studies
within the scope of
theory and practice
of English translations,
issued by the President of
the Higher School of Linguistic
in Warsaw
on the 19th of June 2011



Lingwistyczna Szkoła Wyższa w Warszawie
(nazwa uczelni lub jednostki prowadzącej studia podyplomowe)

Wydział Lingwistyki
(nazwa podcałowej jednostki organizacyjnej uczelni)

ŚWIADECTWO
UKOŃCZENIA STUDIÓW PODYPLOMOWYCH

MONIKA MARIA JAKUBAS

Pan(i)

urodzone(a) w dniu 20 stycznia 1982 r. w Nowej Dębie

ukończył(a) w roku 2011 dwu - semestralne studia podyplomowe w zakresie
(liczba semestrów)
teorii i praktyki tłumaczeń języka angielskiego

z wynikiem *dobrym*



KIEROWNIK podstawowej jednostki organizacyjnej
DZIEKAN
[Signature]
E. Zamachowska-Świątek
(pieczęć i podpis)

REKTOR lub KIEROWNIK jednostki organizacyjnej prowadzącej studia
REKTOR
[Signature]
dr Leszek Biedrzycki
(pieczęć i podpis)

Warszawa, dnia 19.06.2011 r.
(miejscowość)



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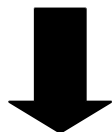
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History of the firm

2006

- Monika Maria Mickiewicz completed the uniform Master's studies in the field of theology



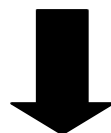
2007

- Leszek Adam Mickiewicz completed the uniform Master's studies in the field of German language & literature - the first step to acquiring qualifications for working as a sworn translator of German
- A cooperation with clients and making his first translations on a basis of specific task contract was started during his studies. This cooperation was still lasting after he had finished his studies; in the meantime he got essential specialist knowledge to taking an examination for sworn translator

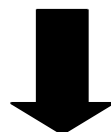


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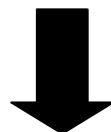
Translator of English Monika Maria Mickiewicz



July 2009	<ul style="list-style-type: none">• Leszek Adam Mickiewicz passed the examination for sworn translator of German in the Ministry of Justice of the Republic of Poland
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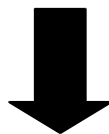
27th October 2009	<ul style="list-style-type: none">• Leszek Adam Mickiewicz was sworn in a sworn translator of German in the Ministry of Justice of the Republic of Poland
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November 2009 - May 2010	<ul style="list-style-type: none">• Preparing for the firm establishment• Further cooperation with his present clients• Getting new clients• Subsidy for the European Union (The Human Capital Programme - Action 6.1)
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10th June 2010	<ul style="list-style-type: none">• By the entry in the Business Activity Register kept by the mayor of Lubsko established the firm called „Tłumacz Przysięgły Języka Niemieckiego Leszek Mickiewicz”
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2010	<ul style="list-style-type: none">• Dynamic firm development• After graduating from the Higher School of Linguistic and obtaining the right to work as the translator of English Monika Maria Mickiewicz joined to the firm as the translator of English• Getting new markets; making translations by order of local clients acted in the territory of Lubuskie Province and in the other areas of Poland and the Federal Republic of Germany as well
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November 2011	<ul style="list-style-type: none">• Change of the firm seat. Leszek Adam Mickiewicz moved the firm to Zielona Góra
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27th May 2013	• Change of the former firm name on „Tłumaczenia Mickiewicz”
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- Change of the former firm name on „Tłumaczenia Mickiewicz”



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Development plans

In the near future the right to work as the sworn translator of English is being planned to obtain by the translator of English Monika Maria Mickiewicz.

Soon the final move of the firm seat in the nearby area of Zielona Góra.

In plans for some next years is also widening our activity by some other languages.

In the future the great author's Polish-German and German-Polish dictionary is being published.



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Main action fields

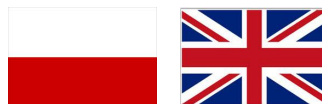
The firm mainly specializes in translations in the following language pairs:

Polish → German



German → Polish

Polish → English



English → Polish

German → English



English → German

The firm does cooperation with trusted sworn translators of other languages, who would be willingly contacted with client if the necessity of translation in other language pairs arose.

Translation services

The firm offers the realisation of translations in every field, both written and oral

Translations

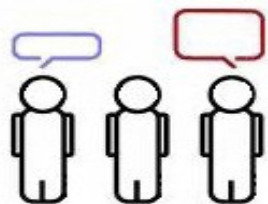
- certified
- uncertified



company documents, commercial, economic, law, notarial, official, technical, medical texts, vehicle documentation and every other documents

Interpretations

- consecutive
- simultaneous



business conversation interpretations, notarial deeds, conferences, telephone calls service and every other interpretations



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Linguistic services

Aside from translations the firm also offers the realisation of various linguistic services consist in giving its clients the linguistic help.

Examples of the linguistic services provided by the firm:

- help in corresponding with foreign business partners
- making letters, covering letters, motions, applications and other documents
- texts interpretation
- texts verification and proofreading
- completing documents with client
- carrying out teleconferences and telephone calls
- language training for companies



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Guarantee of the highest quality

Translation

The highest competences

Accessibility

Promptness

Efficient contact

Professionalism

Cooperation in a friendly atmosphere



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The highest quality of translation and cooperation

After some years of existence and uninterrupted development of our firm and thanks to a very good knowledge of the translation market we are a hundred percent convinced that we could offer you the best translation services on the market.

The firm provides mainly services in the scope of translation. Additionally an excellent time organisation ensures the accessibility and readiness to take every order irrespective of its size and expected time of realisation. Abilities joined with experience and continuous endeavours at training and getting knowledge, resulted from the innate inquisitiveness assure the reliable workmanship of your translation on the highest level with the deadline keeping. The cooperation is held in a friendly atmosphere.

The highest quality of our translation arise from the rare fact, that the firm Tłumaczenia Mickiewicz is the family firm, where all translations are made and systematically corrected in the same place by two qualified translators, what at the same time streamlines the translator work and additionally considerably affect the velocity of orders completion. Thanks to it our client gains the best translation on the market in the shortest possible time, guarantee of



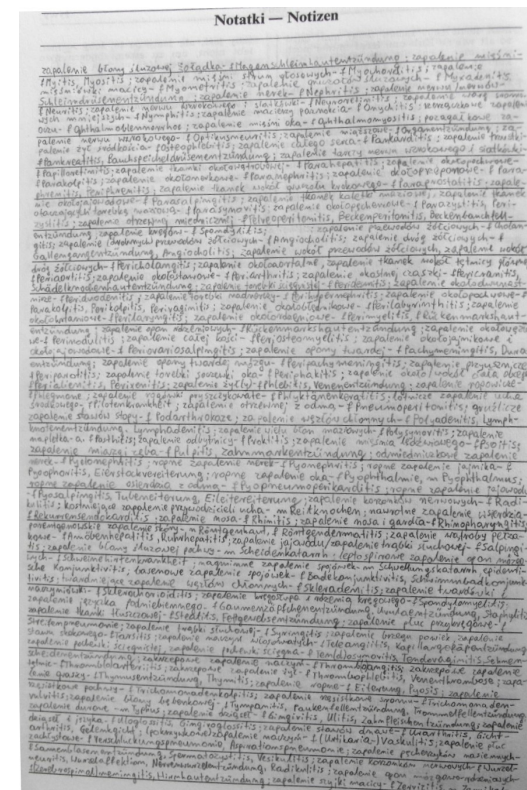
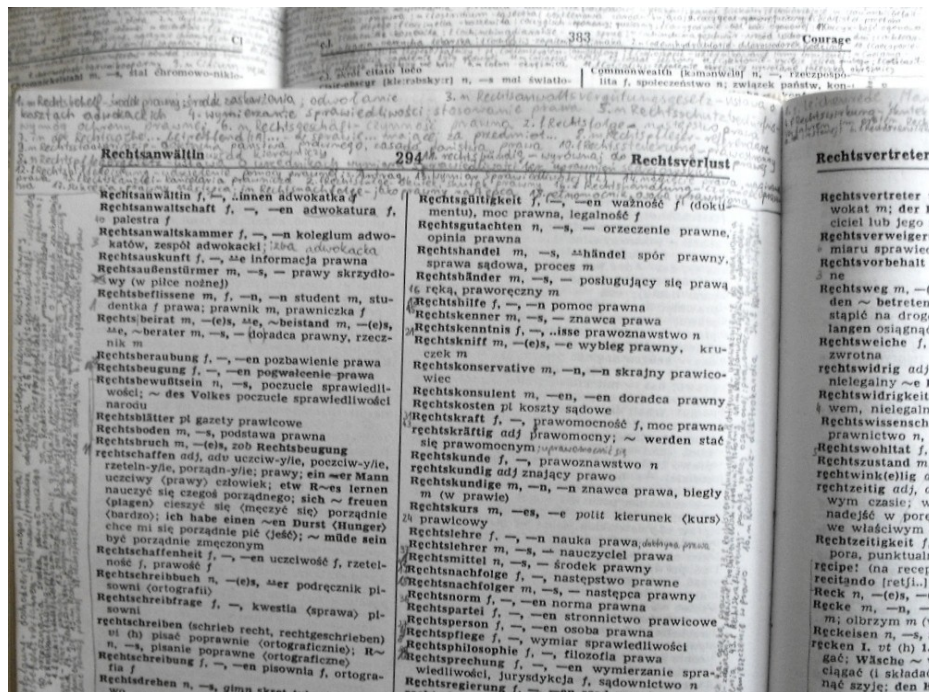
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accessibility and efficient contact with the firm.

The accessibility arises from the fact of running our own firm and at the same time deliberate lack of employment in the other company/ institution gives clients the acceptance guarantee of documents for translation at any time and receiving finished translation according to demanding date.

The highest quality of translation is guaranteed by permanent investment in our intellectual capital, technique development and extending it by new language aids...



... and only sometimes there is short of place.

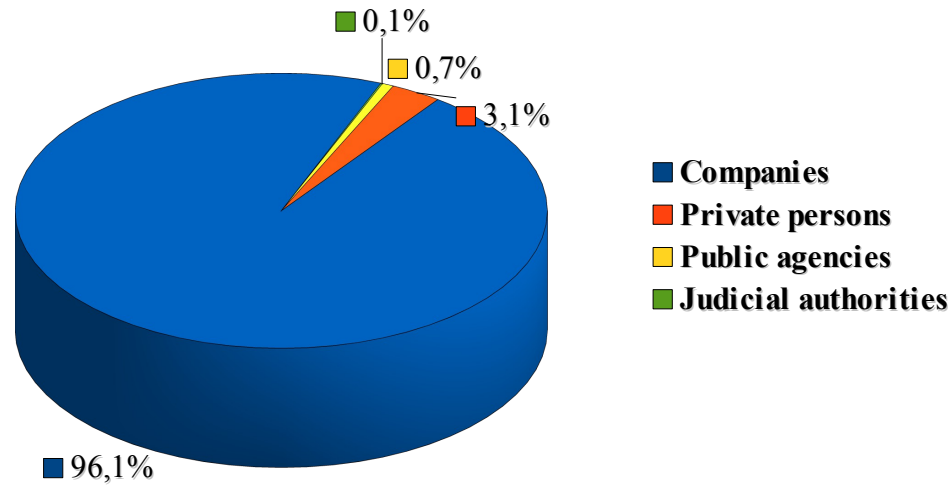


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Our clients





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Percentage share of our clients particular group

The firm since the beginning of its existence was mainly oriented toward services of companies. We can find there small and medium size companies and private persons who run their business. This group currently constitutes 96,1% our translations.

However first clients of the firm were private persons. For their needs translations of official texts were mainly made. Currently - according to the firm intention - the percentage share of translations made for this group of clients amounts to 3,1% our translations.

Public agencies, municipal offices, commune offices and other similar institution since the beginning of the firm have been very little part of our clients circle. Currently an amount of translation made by order of offices amounts to 0,7%.

The smallest part of our clients circle are Polish judicial authority. Here translations are made occasionally, if this necessity arose. Currently this group constitutes 0,1% our translations.



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Cooperation offer

We warmly thank our clients for their confidence. We invite new clients to get to know us better and entrust us with yours translations regardless of type and subject matter of yours translation. We already anticipate our effective cooperation.

If you planned to establish the cooperation with business partners from German-speaking or English-speaking countries, we would willingly offer our help. If however, this cooperation has already existed or you planned to take part in tenders in the above mentioned countries and you are looking for a reliable, qualified and diligent translator for service in every field, you have just found the right man.

We are convinced that you will be pleased with the quality of our translations and cooperation. We are also convinced that many positive effects for you will arise form it - the professional translation could yield a profit to your company. Your successes are for our firm the satisfaction of our translations achieved aim.

We guarantee an accessibility, promptness in orders realisation, making translation on the



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highest substantive level, efficient contact and cooperation in the friendly atmosphere.

