

Agreement  
Concerning the use of an ATIA seal

between

The Association of Translators and Interpreters of Alberta,  
(Association de traducteurs et **interprètes** de L'Alberta),  
represented by its president or designated signatory from time to time,  
hereinafter referred to as "ATIA"

and  
name of member  
certified language combination  
hereinafter referred to as the "Certified Translator"

**PREAMBLE**

ATIA is a duly organized not-for-profit society, organized under the Societies Act of the province of Alberta.

The Certified Translator is a member-in-good-standing of ATIA.

ATIA wishes to issue a seal to the Certified Translator, which may be affixed to certified translations given by the translator as a sign of his or her professional qualification and membership in ATIA.

The use of the seal by the Certified Translator shall be governed by the following regulations:

1. Use of the Seal
  - a. The Certified Translator may affix the seal only to translations in the language combination he/she is certified in by ATIA or another provincial association organized under the Canadian Translators, Terminologists and Interpreters Council (CTTIC).
  - b. The seal shall be affixed to certified translations only. Such certified translations shall bear language identifying the document as a certified translation, as well as the language combination of the original document and the certified translation, the name of the translator and the date the certified translation was issued.
  - c. The Certified Translator shall affix the seal only to translations he/she has produced herself or which he/she has proofread with all due care and diligence. A translation proofread by a Certified Translator bearing the seal of the Certified Translator shall be deemed a translation produced by the Certified Translator, and for which he/she acknowledges sole responsibility.
2. Prerequisites for the Use of the Seal and Return of the Seal
  - a. The Certified Translator is authorized to use the seal only as long as he/she is a member-in-good-standing of ATIA. Should the Certified Translator



a. In addition to the amount set for the security bond as set forth in section 4, the Certified Translator shall pay to ATIA a non-refundable amount for the production and mailing of the seal(s) (i.e. for the cost of the seal). This amount also includes a percentage for administration, which is set at 10% of the production cost of the seal plus mailing costs. The cost of the seal shall be determined by the Council of ATIA from time to time and shall depend on the actual costs for production and mailing. ATIA shall issue an invoice to the Certified Translator stating the costs incurred. Payment will be required before the seal is sent to the Certified Translator.

6. Property of the Seal  
The seal shall remain the property of ATIA.

7. Applicable Law  
This Agreement shall be governed by the laws of the province of Alberta, Canada.

8. Severability  
In the event that one of the provisions of this agreement should be or become void, invalid, or impracticable, such provision shall be replaced with another provision whose meaning and effect is closest to that of the void, invalid or impracticable provision.

This Agreement was made this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
in \_\_\_\_\_, Alberta

\_\_\_\_\_  
(Name of Certified Translator)

\_\_\_\_\_  
(Name of Authorized ATIA Representative)

\_\_\_\_\_  
(Position held by ATIA Representative)

\_\_\_\_\_  
(Signature of Certified Translator)

\_\_\_\_\_  
(Signature of Authorized ATIA Representative)

**Please indicate your choice of style and ink color:**

Blue or Black ink

Rectangular or Circular Style