

# Interpreting Network of the Eastern Shore

An Independent Program of

806 Snow Hill Road  
Salisbury, MD 21804  
(410) 546-1745 Voice/TTY (410) 543-4874 Fax



## Sign Language Interpreter Rates Effective August 26, 2020

**DAYTIME RATE**  
Monday - Friday, 8 a.m. - 5 p.m.

\$75.00 an hour

**EVENING RATE**  
Monday - Friday, 5 p.m. - 8 a.m.

\$80.00 an hour

**WEEKEND RATE**  
Saturday—Sunday Anytime

\$80.00 an hour

**LEGAL INTERPRETING** (police,  
courts, attorneys, real estate  
transactions, and administrative  
hearings)

\$85.00 an hour

**EMERGENCY RATE** (less than 24  
hours notice)

\$80.00 an hour

**Additional time will be charged  
incrementally according to the time  
of day and type of assignment.**

**All of the above fees are per  
interpreter, per request. A two  
hour minimum is charged for  
all assignments.**

## POLICIES

**Cancellation:** A 48-hour notice of cancellation is required to avoid being charged. Less than a 48 hour cancellation notice will require full payment for the number of hours requested of interpreting services, two hour minimum. This includes cancellations as a result of the deaf or hard of hearing person failing to keep their appointment.

**Request for changes to an assignment:** Request must be received within 48 hours prior to the original scheduled time of an assignment. We cannot guarantee to fulfill changes with less than a 48 hour notice.

**Mileage Charge:** Mileage will be charged at the standard mileage rate for business miles driven per IRS guidelines to and from the assignment regardless of distance.

**Reimbursable Expenses:** Other expenses to your agency include parking fees, toll costs, hotel accommodations, required workshop or convention fees and meals.

### **Assignments Requiring Two Interpreters:**

Assignments exceeding two hours will require two interpreters. Due to the nature of some assignments two interpreters may also be required. Your agency will be billed for the services of *both* interpreters for the entire length of the assignment. Under some circumstances involving consumers with minimal communication skills, the assignment may require the use of a second person functioning as a relay interpreter. If that occurs, your agency will be charged for both interpreters.

I, \_\_\_\_\_, of \_\_\_\_\_ have reviewed and will follow the billing policies and rate structure of Deaf Independent Living Association and agree to submit payment for services rendered within 15 days of invoice receipt. \_\_\_\_\_.

(A charge 1% of the total bill will be added if payment is not received by the due date.)