

SOFTWARE TRANSLATION & L10N EXPENSE REPORT

PROJECT NAME

DATE

SOURCE LANGUAGE

TARGET LANGUAGE(S)

PREPARED BY

INVOICE / PO NUMBER

1. Translation & Linguistic Services

TASK / LANGUAGE PAIR	VOLUME (WORDS/HOURS)	UNIT TYPE	RATE	TOTAL COST

2. Engineering, L10n QA & Testing

ACTIVITY / RESOURCE	HOURS	UNIT TYPE	HOURLY RATE	TOTAL COST

3. Management, Licensing & Infrastructure

ITEM DESCRIPTION	QUANTITY	UNIT TYPE	UNIT PRICE	TOTAL COST

Subtotal

Tax / VAT

**Grand
Total**

NOTES & COMMENTS

Prepared By (Signature / Date)

Approved By (Signature / Date)