

## **CERTIFICATION TERMS**

### **Certified Translator & Interpreter (CTI)**

#### **Information & Authenticity Policy**

I certify that the information given in this form and application and in any other supporting documentation and resume is true and correct. I understand that any false information, documents and/or willful or negligent failure to disclose any requested information will constitute sufficient grounds to terminate my certification without notice. There will be no refund for certifications received with false/untrue information.

I authorize my previous employers, schools, and persons named as references to give any information regarding my certification credentials, employment together with information they may have regarding me, whether or not it is in their records. I agree that DeSoto Translations on behalf of the International Translation & Interpreter Alliance (ITIA) and its employees and my previous employers and their employees shall not be held liable in any respect if certification is not granted, is withdrawn, or my certification is terminated because of false statements, answers, or omissions made by me in this application.

I hereby release said employers, schools, organizations or persons from all liability for any damages whatsoever for issuing this information.

#### **Terms**

Certifications are granted for (5-year) terms. All certifications granted are subject to a (1) probationary period. After probationary period your membership is valid for the remaining term (4-years).

#### **Ethics & Confidentiality**

As a Certified Translators and Interpreter you agree to follow the highest ethical standards and to keep all information received confidential & private. If you have questions regarding ethical guidelines and or ethical policies and interpreting/translations please visit the American Translation Association ([www.ATA.org](http://www.ATA.org)) website or the DeSoto Translations website ([www.DESOTOTRANSLATIONS.com](http://www.DESOTOTRANSLATIONS.com)) for more information.