

Interpreter booking request form

To make a booking for an interpreter, please complete this booking request form and email to ais@nt.gov.au or fax to (08) 8923 7621

Client details		
Organisation:	Billing ref.:	
Section/Business unit:		
Contact officer:	Phone:	
Email:	Mobile:	
Billing address:		
Name of professional working with interpreter:		
Mobile:		
Interpreting assignment details		
Name of Non English Speaking Person (NESP):		
Skin Name:	Community where NESP is from:	
Age of NESP:	Gender:	Male / Female
Date(s) required:	Start time:	End time:
Date(s) required:	Start time:	End time:
Language required:		
Topic / Assignment:		
Onsite interpreter*:	Required / not required	
If onsite interpreter required, provide location where interpreter should meet the professional:		
<p><i>*If your selection is for an onsite interpreter, AIS will endeavour to provide as per your request, however it is important to note language speakers are not always available at the requested location. Please also indicate if other options can be considered by selecting phone or video as an alternative.</i></p>		
Can this job be done over the phone?	Yes / No /	Only if onsite interpreter not available
Can this job be done via AVL?	Yes / No /	Only if onsite interpreter not available
Is a male or female interpreter necessary?	Male / Female /	Either

Submit - If you would like to use this function please download form, it will open a new email with the form attached, ready to send