

## **Subject Line:**

High Quality Transcription, Translation, and Subtitling Services

## **Body:**

Hi,

My name is [insert name here], and I am writing to you on behalf of [insert company name here], a company that allows better universal communication for businesses and individuals.

Whatever the medium, at [insert company name here], we can assist you in getting the best translation, transcription, and subtitling, making it easier to bridge the language gap in your target market.

No matter what your business size is, we treat all of our clients equally. We have been successful in building up particularly strong skills and expertise in translation, transcription, and subtitling services for different languages and dialects.

### **Transcription Made Simple**

We offer our clients accurate and affordable transcription services. Our language experts can take video, audio, and online links and transcribe them for you quickly and accurately. The team of highly trained editors here review and edit the work of our transcriptionists, which adds an extra layer of quality control, ensuring our clients receive transcriptions that are highly accurate.

### **Translation Made Easy**

We have served hundreds of clients from various fields around the world. [Insert company name here] is a leading provider of document translation for both large and small companies around the globe. Our prices are amongst the most competitive in the translation industry and our quality and turnaround time is unparalleled (we can get your translation completed in 24 hours).

We are committed to service quality as well, and our dedicated team of customer support staff will make sure that you get your documents on time. Get high quality translations for the following without having to compromise on quality;

- Business documents
- Research initiatives
- Surveys
- Questionnaires
- PowerPoint presentations
- Financial statements
- Business emails and others.

We accept your documents in a number of formats: TXT, PDF, GIF, Word, JPG and more.

### **Supreme Subtitling**

The textual appearance of dialogue or speech of a video helps people who have a hearing impairment or are unable to understand a particular language. [Insert company name here] can help business owners reduce the total expense of having to dub their visual content by using our multilingual subtitling services. The subtitling services we offer are available in both pop-up and roll-up types for all kinds of visual media, and our subtitling services are widely utilized in the following industries;

- Education
- Legal
- Corporate and business
- Healthcare
- Media

We also offer our clients with various kinds of subtitling services, such as;

- Video Subtitling
- Subtitling Translation
- Film Subtitling
- Dubbing
- Closed Caption Subtitles

At [insert company name here], we are able to leverage technology to give our clients what they need- a translation, transcription, and subtitling service that is affordable, accurate, and reliable. We understand that communication is a vital aspect of life and that language barriers should not be an impediment when it comes to business and personal communication.

For us, this means carrying out our services honestly, on time, every time. All you need to do is contact us via phone or email and discuss the way forward.

I will be eagerly awaiting your response.

Thank you.