



Foreign &  
Commonwealth  
Office

## List of interpreters and translators in Japan

Prepared by British Embassy Tokyo

[www.gov.uk](http://www.gov.uk)

The following list of translators and interpreters has been prepared by the **British Embassy Tokyo** for the convenience of British Nationals who may require these services and assistance in **Japan**. It is provided on the understanding that we, the British Embassy, do not assume or undertake any legal responsibility, to you, or those affected, if you choose to take it into account when instructing a local translator or interpreter.

Further and alternatively, we cannot accept any liability to any person or company for any financial loss or damage arising from the use of this information or from any failure to give information.

Our aim is to provide our customers with as much relevant information to enable them to make better informed decisions but our lists **are not recommendations and should not be treated as such.**

## List of interpreters in Japan

Updated: 29 April 2016

**ARC COMMUNICATIONS INC.**

Moriden Bldg. 7F, 3-9-9 Mita  
Minato-Ku, Tokyo 108-0073  
Tel: 03-5730-6133 / Fax: 03-5730-6134  
Website: <http://www.arc-c.jp/eng/>  
Email: [arc-c@arc-c.jp](mailto:arc-c@arc-c.jp)

\*Whispered interpretation is limited to 2 hours per interpreter.

\*The prices shown above are per 1 interpreter.

"We specialize in IT, business management, medical, finance, and manufacturing, just to name a few. Our "Simultaneous Interpretation" have been especially well received by our clients. We also support Chinese and other languages."

Service Type	Applicable Settings	Full Day (8hrs)	Half Day (4hrs)
Simultaneous	Conferences, symposiums, etc.	100,000~	70,000~
Whispered*	Executive meetings, etc.	80,000~	60,000~
Consecutive	Business meetings, discussions, etc.	80,000~	60,000~
Attend / Escort	General travel needs, pick-up/off, etc.	60,000~	45,000~

**ALTAIR JAPAN**

4-6-13-904 Kudan-Minami, Chiyoda-ku, Tokyo 102-0074  
Tel: 03-3239-4646  
Fax: 03-3239-4641  
E-mail: [altairj@office.email.ne.jp](mailto:altairj@office.email.ne.jp)  
S: Special G: General  
All prices above include consumption tax.

	Full Day (8h)	Half Day (4h)
Simultaneous	105,000+	63,000+
Consecutive (S)	89,250+	52,500+
Consecutive (G)	73,500+	42,000+
Guide	63,000+	36,750+

**Communicators, Inc.**

Toranomon Daini Toyo Bldg. 6F, 1-12-15 Toranomom, Minato-ku,  
Tokyo, 105-0001, Japan  
Tel: 03-3501-0171  
Fax: 03-3501-0175  
Website: [www.communicators.co.jp](http://www.communicators.co.jp)  
Prices in ( ) are for overtime charges per hour.  
Rates are dependent on the interpreter's level of ability.

	Full Day (8h)	Half Day (4h)
A+	98,000 (15,000)	67,000
A	85,000 (12,000)	60,000
B	72,000 (10,000)	50,000
C	50,000 (7,000)	35,000
Attend / Escort	35,000 (5,000)	23,000

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**COSMOPOLITAN VILLAGE INC.**

4-3-511 Chiba-minato, Chuo-ku  
Chiba-shi, Chiba-ken 260-0026  
Tel: +81 (43) 246-3117  
Fax: +81 (43) 246-3120  
<http://www.cosvi.co.jp>

[yendo@cosvi.co.jp](mailto:yendo@cosvi.co.jp)

Professional interpreters with experience assisting British nationals in business and legal situations.  
The rate for interpreters is ¥10,000 per hour, with services primarily provided in the Kanto region.  
Affiliated with the Chiba Prefectural and City Office

**ISS INC**

Tokyo: Mita MT Bldg. 8F, 3-13-12 Mita, Minato-ku, Tokyo, 108-0073  
Tel: 03-6369-9993  
Fax: 03-3453-1256  
E-mail: [ask\\_conv@issjp.com](mailto:ask_conv@issjp.com)

	Full Day (8h)	Half Day (4h)
A	95,000	60,000
B	75,000	50,000

Osaka: Osaka Midousuji Bldg. 13F, 4-1-3 Kyutaro-machi, Chuo-ku, Osaka 541-0056  
Tel: 06-6282-5666  
Website: [www.issjp.com](http://www.issjp.com)

(Prices do not include consumption tax)

Experience representing British nationals in the fields of administration, government, law, finance, IT, etc.  
ISS, INC. provides simultaneous and consecutive interpreters trained in their own professional school.

**INTERNATIONAL HOSPITALITY & CONFERENCE SERVICE ASSOCIATION (IHCSA)**

Annex, Ministry of Foreign Affairs 2-2-1 Kasumigaseki, Chiyoda-ku, Tokyo  
102-0013  
Tel: 03-3580-1870  
Fax: 03-3580-7451  
( ) Overtime Fee / hour  
Authorized by the MFA

	Full Day (8h)	Half Day (4h)
Conference (simul + cons)	100,000 (10,000)	70,000
Conference (Consecutive)	74,000 (8,000)	54,000
General	60,000 (6,500)	42,000
Guide / Escort	36,000 (6,500)	24,000

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**JAPAN CONVENTION SERVICES, INC**

Daido Seimei Kasumigaseki Bldg 18F, 1-4-2, Kasumigaseki, Chiyoda-ku,  
Tokyo 100-0013  
Tel: 03-3508-1211  
Fax: 03-3508-0820

	Full Day (8h)	Half Day (4h)
Conference A	78,000 (6,000)	54,600
Conference B	60,000 (4,600)	40,000

4-4-7 Imabashi, Chuo-ku, Osaka-shi 541-0042  
2F Keihanshin Hudosan Yodoyabashi Bldg., 4-4-7 Imabashi, Chuo-ku, Osaka-shi 541-0042  
Tel: 06-6221-5930  
Fax: 06-6221-5938  
Website: <http://www.convention.co.jp>  
( ) Overtime Fee / 30min

**SIMUL INTERNATIONAL INC**

Tsukiji Eto Bldg., 5F, 1-12-6 Tsukiji, Chuo-ku, Tokyo 104-0045  
Tel: 81-3-3524-3101  
Fax: 81-3-3524-3105  
4F Nissei Yodoyabashi Bldg., 3-5-29 Kitahama, Chuo-ku, Osaka-shi 541-0041  
Tel: 06-6231-2441  
Fax: 06-6231-2442  
Website: [www.simul.co.jp](http://www.simul.co.jp)  
(Prices do not include consumption tax)

	Full Day (8h)	Half Day (4h)
Specialised	120,000	80,000
Class A	100,000	67,000
Class B	80,000	53,000
General	50,000	34,000

## List of translators in Japan

Updated: 15 June 2018

### **ARC COMMUNICATIONS INC.**

Moriden Bldg. 7F, 3-9-9 Mita  
Minato-Ku, Tokyo 108-0073  
Tel: 03-5730-6133 / Fax: 03-5730-6134  
Website: <http://www.arc-japanese-translation.com/index.html>  
Email: [arc-c@arc-c.jp](mailto:arc-c@arc-c.jp)

### **COSMOPOLITAN VILLAGE INC.**

4-3-511 Chiba-minato, Chuo-ku  
Chiba-shi, Chiba-ken 260-0026  
Tel: +81 (43) 246-3117  
Fax: +81 (43) 246-3120  
<http://www.cosvi.co.jp>  
[translation@cosvi.co.jp](mailto:translation@cosvi.co.jp)  
Prices can change depending on the type of translation that is required, however, for official documents the first page is charged at ¥5,000 and then for each subsequent page the charge is a further ¥2,000. For general documents, charges are ¥3,500 per 400 words.

### **COMMUNICATORS Inc**

Toranomon Daini Toyo Bldg. 6F, 1-12-15 Toranomom, Minato-ku,  
Tokyo, 105-0001, Japan  
Tel: 03-3501-0171  
Fax: 03-3501-0175  
Website: [www.communicators.co.jp](http://www.communicators.co.jp)

### **FAIR DINKUM TRANSLATOR**

Address: 2-15-12-204 Todoroki, Setagaya-ku, Tokyo 158-0082  
Tel: 03-5760-6609  
Fax: 020-4623-1463  
Website: <http://dinkumsaka.wixsite.com/translator>

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**INTER GROUP CORPORATION**

Kyodo Tsushin Kaikan 4F, 2-2-5 Toranomom, Minato-ku, Tokyo 105-0001  
Tel: 03-5549-6900 Fax: 03-5549-3200  
Inter Group Bldg, 3-20-1 Toyosaki, Kita-ku, Osaka-shi 531-0072  
Tel: 06-6372-8048 Fax: 06-6372-8087  
e-mail: [sales-ky@intergroup.co.jp](mailto:sales-ky@intergroup.co.jp)  
website: [www.intergroup.co.jp/](http://www.intergroup.co.jp/)

**ISS INSTITUE**

Kojimachi 311Bldg.4F, 3-1-1 Kojimachi, Chiyoda-ku, Tokyo 102-0083  
Tel: 03-3265-7103  
Yokohama ST Bldg.8F, 1-11-15 Kitasaiwai, Nishi-ku, Yokohama-shi, Kanagawa 220-0004  
Tel: 045-325-3333  
website: [www.issnet.co.jp](http://www.issnet.co.jp)

**LINGUA BANK, INC.**

5-3-20-106 Toranomom, Minato-ku, Tokyo 105-0001  
Tel: 03-3434-2500  
Fax: 03-3434-2525

**JJ ENGLISH NATIVE ENGLISH SCHOOL**

Fukuzumi-Kaihatsu Bldg. 2.3.4F, 846 Kawaharajo-cho, Tenri-shi, Nara (Tenri)  
Kowa Bldg.301, 204-1 Sakurai, Sakurai-shi, Nara (Sakurai)  
Tel: 0743-62-3388 (weekdays 10:00-12:30, 13:30-18:00)

**SAMURAI TRANSLATORS**

4-8-30-4F Nishijin, Sawara-ku, Fukuoka-shi, Fukuoka 814-0002  
Tel: 092-985-3466  
Fax: 092-985-3467  
website: [www.translators.jp](http://www.translators.jp)

**OKINAWA TRANSLATOR**

10-20, Station Minato 201, Minato, Chatan-cho, Nakagami-gun, Okinawa 904-0114  
Tel: 050-5534-5965

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Website: [www.okinawatranslator.com](http://www.okinawatranslator.com)  
Email: [okinawatranslator@gmail.com](mailto:okinawatranslator@gmail.com)

## Feedback Form for Customers

If you do decide to use any of the service providers on this list, we would like to hear from you. While there is no obligation on your part to provide feedback on the services you receive, **any feedback you can give us is helpful.**

Once completed, please return the form to the British Embassy Tokyo by post to 1 Ichiban-cho, Chiyoda-ku, Tokyo, 102-8381 or by email to [consular.japan@fco.gov.uk](mailto:consular.japan@fco.gov.uk). An electronic version of the form is available on our website. Thank you for your help.

1. Name of service provider: \_\_\_\_\_ Name of person dealt with: \_\_\_\_\_

2. Date of contact: \_\_\_\_\_

Are any of the details on our list regarding this provider wrong? (e.g. address, telephone number, etc.)

3. What service did you need?

4. Why did you need this service?

Please circle the appropriate boxes below:

**(a) If the service provided English speaking services, how would you rate the standard of English?**

Excellent      Good      Average      Poor      Very Poor

**(b) How would you rate the professionalism of the staff?**

Excellent      Good      Average      Poor      Very Poor



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**(c) How would you rate the overall service received?**

Excellent      Good      Average      Poor      Very Poor

**(d) How would you rate the value for money?**

Excellent      Good      Average      Poor      Very Poor

5. Do you have any other comments?

We would like to share this information with other customers but if you would prefer it not to be seen by others please tick the box

Feedback provider's name:

Tel. No.:

Email:

Date: