



# *Honor Tradition with Checkerboard's Hebrew Lettering*

For an extra special touch, we can typeset your entire invitation, or just specific lines, in classic or contemporary Hebrew typestyles. There are two methods we can use to do this. Please read these instructions carefully.

## I. Conversion

If you can translate from English to Hebrew (or have access to someone who can), you can use the enclosed Hebrew Lettering Order Form for a conversion. Otherwise, you can use our Translation services (below).

1. First, you or your translator should translate from English into Hebrew, using Hebrew characters.
2. Then, using Checkerboard's English/Hebrew Conversion Chart, you or your translator locates the Hebrew characters in your translation. On the Hebrew Lettering Order Form, enter the English key stroke found above each Hebrew character.

IMPORTANT! This is NOT a translation chart. You cannot translate from English to Hebrew using this chart, you can only convert Hebrew characters to English key strokes. This chart is designed so that we may key in the correct Hebrew characters, even though the English looks like gibberish!

Be sure to place the English key strokes from the Conversion Chart in the exact place you want the Hebrew characters to appear on your invitation. For example, if the right-most character in your Hebrew translation is aleph, be sure to put the English character "A" in the box furthest to the right. Continue to enter the characters from right to left on each line as needed, until you have completed the conversion.

3. Select the Hebrew typestyle you want and enter it on the line labeled "Typestyle" at the top of the Hebrew Lettering Order Form.
4. Add \$20.00 for the first line and \$10.00 for each additional line for this conversion service.
5. You will receive one free faxed proof of the Hebrew for you to review and approve. Any changes or new proofs will be charged at our standard rate.

### EXAMPLE:

The English is: WE ARE HAPPY TO INVITE YOU

You (or your translator) translates this as: שמחים אנו להזמין אתכם

You (or your translator) locates the characters in Hebrew on the Conversion Chart and writes the English key strokes on the Order Form: 

X	K	V	A	Y	J	M	G	E	L	F	N	A	X	J	H	M	U
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## II. Translation

If you do not have access to someone who can help you with the method described above, Checkerboard can complete the English-to-Hebrew translation for you. We can also use this method when provided with Hebrew characters. Our translator converts the Hebrew to English key strokes.

1. Give us the English text you want translated. Be sure to give us the Hebrew name when requesting a name translation: For example, Roberta may be Shoshana.
2. Select a Hebrew typestyle and indicate on your Order Form exactly where you want the Hebrew positioned.
3. Add \$25.00 per line for this translation service.
4. You will receive one free faxed proof of the Hebrew for you to review and approve. Any changes or new proofs will be charged at our standard rate.
5. Please understand that this translation process will add up to five days to the delivery date of your proof.

*Call Checkerboard's Customer Service Department at 1-800-735-2475  
if you need help with your conversion or translation.*