



New Jersey Motor Vehicle Commission

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STATE OF NEW JERSEY

Philip D. Murphy
Governor

Sheila Y. Oliver
Lt. Governor

B. Sue Fulton
Chair and Chief Administrator

May 1, 2018

Re: **Special Notice -Translation Services Required**

The New Jersey Motor Vehicle Commission (NJMVC, Commission) has identified an ongoing need for Certified Translation Service Contractors.

Certified Translation Service Contractors interested in providing this service to the NJ MVC are instructed to email the Commission at: mvc.procurement@mvc.nj.gov

Interested Contractors should include "Translation Services" in the subject line of each email message to the NJ MVC. All email messages must include the contractor's direct contact information and a listing of the language services provided

The following detail provides additional information as posted to the Motor Vehicle Commission's website at: <http://www.nj.gov/mvc/license/knowledgetest.htm>

Foreign Language Options for Driver Testing

The written tests are offered in the following languages: English, Arabic, Chinese (Mandarin), French, Spanish, Korean, Polish, Portuguese, Russian, and Japanese. Oral tests are offered in English and Spanish.

If the knowledge test is not available in your native language you may use a state-approved interpreter, however, you must first attempt to complete the knowledge test in an offered language. If you fail to pass the test and feel you need an interpreter, please inform the MVC personnel at the testing location and they will make arrangements to secure an interpreter in your native language and pay the appropriate fees. Once an interpreter is secured you will be contacted by an MVC employee with the interpreter appointment date and time. You must inform the MVC of the need for an interpreter at least two weeks in advance of the date you intend to take the written knowledge test.

For further instruction on Doing Business with the State of New Jersey please review the instruction available within the enclosed link to the Division of Purchase and Property, Vendor Home Page: <http://www.nj.gov/treasury/purchase/vendor.shtml> .