

**FEATURES OF TRANSLATION OF DOCUMENTS AND OFFICIAL TEXTS**

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**Abstract:**

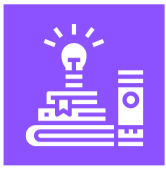
The article presents the main features of the translation of official business texts and in the opposite combination in the context of the cultures of the host and source languages. The main difficulties that a translator encounters when translating documents are associated with terminology, lexical transformations, overcoming differences in translation in the legal systems of the languages of the original and the language of the host culture.

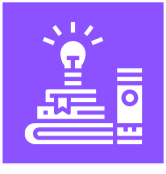
**Key words:** source language, translating language, linguistic and cultural community, legal discourse

One of the most popular types of translation today is the translation of documents. Documents are mainly divided into two main groups. Documents of individuals and legal entities. Passports, certificates , constituent documents of firms, agreements, protocols, agreements, contracts. Translation of documents of legal entities is becoming increasingly important in the modern conditions of the global economy.

One of the features of the translation of documents of individuals is the need to legalize them, to give them legal force for presentation outside the country. The group of documents of legal entities, the translation of which has its own characteristics and most often causes difficulties, include agreements, contracts and insurance documents.

Translation of agreements and contracts has its own characteristics, which include special constructions of sentences, specific vocabulary, the presence of lexical patterns that the translator must know in order to carry out high-quality and correct translation. The translator of legal documents needs to know the lead time, the client's preferred translation of the names of the





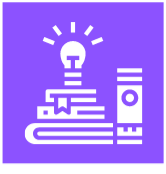
parties entering into the contractual relationship, proper names, the format and purpose of the translation. When translating contracts and other legal documents, it is necessary to take into account the peculiarities of drafting legal texts and adhere to the established rules for their writing.

It is important to preserve the syntactic structure of the original text as much as possible. Translation of contracts begins with highlighting the main style terms and defining the type of document. After that, the translator proceeds to the actual translation. The final stage is editing the text and checking the uniformity of the terminology used throughout the text. Translation of a contract requires not only knowledge of the lexical and grammatical features of sentence structures, but also attention to such details as the translation of company names, addresses and surnames.

One of the most difficult tasks is the translation of insurance documents. The complexity of translation of insurance documents lies in the lexical features of a foreign language. The emergence of new lexical structures and terms requires from the translator both excellent knowledge of the language and specific disciplines. Quite often, specialists in the field of translation of insurance documents are faced with terms and phrases that cannot be translated into Russian due to the lack of equivalents. Therefore, it is important to navigate the subject of translation and have access to special encyclopedias and dictionaries. Inaccurate or incorrect translation of insurance documents can cause various conflicts, therefore it is performed only by highly qualified translators.

The main feature of the language of business correspondence is an accurate and clear presentation of the material with an almost complete absence of emotional elements; they practically exclude the possibility of arbitrary interpretation of the essence of the issue. Therefore, the main requirements that a good business translation must meet are:

- accuracy - all provisions interpreted in the original must be stated in translation;
- concise - all the provisions of the original are concisely and succinctly presented in the translation;
- clarity - the conciseness and brevity of the target language should not affect the completeness of the original vocabulary;



- literary - the text of the translation must meet the generally accepted norms of the literary language, without using the syntactic structures of the original language.

The translation of the title of the document, if it reveals the essence of the issue, should be as close as possible to the original, if it is short or is of an advertising nature, then the translator adds a brief annotation for informational purposes. All abbreviations found in the original text must be deciphered in accordance with generally accepted and special abbreviations. Abbreviations that cannot be deciphered remain in the original language.

Do not change and keep the original spelling:

- words and sentences not in the original language;
- abbreviated names of brands of products and devices;
- the names of foreign publications.

The translation text usually translates:

- names of parts and departments of institutions and organizations;
- titles of positions, titles, academic degrees, titles;
- proper names and titles in accordance with established practice.

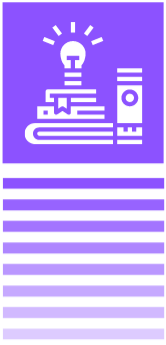
The translation text transcribes:

- foreign surnames, proper names and titles, taking into account the traditional spelling of well-known surnames;
- articles and prepositions in foreign surnames;
- names of foreign firms, companies, joint stock companies, corporations, concerns, monopolies, industrial associations;
- conjunctions and prepositions in the names of firms;
- brand names of machines, devices, chemicals, products, materials.

In the text, the translations are replaced with Russian equivalents:

- special terms;
- geographical names.
- conditions.

Today, the language is studied from the point of view of its interaction with culture, and the translation texts are also considered in the context of the culture of the receiving language. From this point of view, translation is considered as a mediator in the process of comprehending and understanding different cultures, in making contacts and intercultural communication.



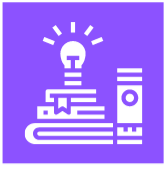
Professional communication belongs to special types of social communication: it is carried out thanks to special knowledge and has value within a certain professional group. Intercultural professional communication as a kind of professional is complicated by a complex of factors affecting it and closely related to it, of which one of the most important is the presence of an intermediary of communication, that is, an interpreter.

Intercultural professional communication occupies a very special place in the modern world. The rapid development of science and technology, the intensive exchange of scientific and technical information, the integration of scientists from different countries in the development of promising scientific areas - all this contributes to the understanding of the importance of effective communication between professionals. The issues of improving interlanguage professional communication are dealt with not only by professionals themselves, but also by people who are called upon to directly ensure the successful implementation of interlanguage communication - translators and theorists of translation activity.

The area of jurisprudence did not remain aloof from this process. The wide development of economic partnership, cultural cooperation requires legal regulation, qualified assistance from lawyers and their participation in negotiations, business meetings, and preparation of documentation. In the field of jurisprudence, an accurate, correctly executed translation is especially important, since the destinies of individual states may depend on it at certain historical periods, not to mention the destinies individuals.

Consideration of the factors of translation of any text in the conditions of intercultural communication is based on the main features of the language culture, the type and mechanism of social coding of the native and foreign languages. This approach allows us to identify a new approach to solving practical translation problems, for example, a legal text.

The peculiarities of the translation of legal documents are now increasingly attracting the attention of researchers. Today's particular relevance of the issues of comparative analysis of languages in the legal sphere, as well as the methodology and technique of translating legal texts, is due to significant changes that have occurred in the sphere of political and economic international relations in recent decades.



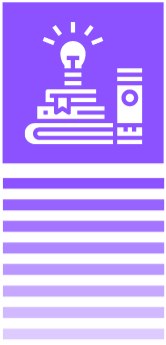
The language of law implies a narrow specialized the nature of the vocabulary, which covers a wide range of legal branches and institutions. When translating legal documents, it is necessary to take into account the existing difference in the laws of the countries, especially the legal discourse.

The translator is faced with the problem of adequately conveying the content of legal documents when translating from one language to another. As a result, there is a need for translation transformations, in particular, lexical, since the language of law has a special vocabulary and has a certain terminological content. In this area, it is important not only to possess social knowledge of legal norms, possession of legal terminology (including judicial procedural systems), but also the personal qualities of a translator, since the translation of any text involves the interaction of sovereign national languages, and, accordingly, cultural concepts.

To carry out an adequate translation, it is necessary to know the specifics of images and related programs of activity of those types of cultures between which communication is carried out. It has been experimentally proven that certain fragments of reality, connections and relationships are reflected in language as a social phenomenon. For example, judicial speech, which is the distinguishing factor between national cultures. For example, in the United States, judicial and legal topics are the main component of mass culture. The American citizen subconsciously believes in the "fairness and stability" of his law enforcement system. For us, in order to achieve the most approximate and adequate perception of someone else's linguocultural community, it is necessary to become a participant in the communicative process, through translation texts of the appropriate legal orientation. It is translation that is one of the forms of interaction between cultures; it gives a well-known idea of a foreign culture.

According to the Czech linguists V. Matezius and V. Prochazka, translation is not only a replacement for a language, but also a functional replacement of cultural elements. Such a replacement cannot be complete, since the well-known requirement "the translation should be read like the original" is hardly feasible, since it implies a complete adaptation of the text to the norms of another culture.

The very concept of the interaction of cultures implies the presence of common and particular elements, coincidences and inconsistencies, which



makes it possible to distinguish one linguocultural community from another. Any translator, working with a legal text, must take into account the requirements of the *usus* - the language habits of the native speakers of the target language, without violating the usual perception of the legal document. Discrepancies of a linguo-ethnic nature between native speakers of a foreign language and the target language can be of both a cultural-historical and an actual-event nature. The most complete communication between multilingual communicants is carried out by creating a text in the target language that is communicatively equivalent to the foreign language original, that is, by translating it. The concept of "communicative equivalence" of texts is important for understanding the mechanism of translation of foreign language material. For a communicant, two texts act as equal forms of existence of the same message, they are equivalent in their functional and structural-semantic identification. When translating a legal text, achieving such adequacy is only possible when the translator himself is legally competent, both in a foreign and in his native culture. Knowledge of the basics of legislation and especially the relevant legal terminology is a prerequisite for a translator working in the field of jurisprudence.

The study of the lexical composition of legislative texts is limited to the problems of terminology, since legal terminology is considered the main, most informative layer of the vocabulary of the language of legislation, contributing to the precise and clear formulation of legal prescriptions.

Thus, when translating legal texts, one should be based on the linguistic factors of this process on the basis of ethnocultural differences between the legal systems of Russian-speaking and English-speaking countries, emphasizing the need to preserve the semantic and structural proximity of the translation of a legal text to its original, which is a key aspect of legal translation.

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