

ABSTRACT

Translating agreement letters is a quite challenging work for translators. Agreement letters are part of legal texts that have complex and ambiguous language style. It means that they cannot be easily understood by people or target readers who read them. This problem motivated the writer to figure out how to properly translate agreement letters in order to simplify the language style to make them less ambiguous and to ease the target readers while read and understand them. Two agreement letters used for this report had been analysed by various theories obtained from several sources. Based on the analysis, a method and some strategies were found. They were faithful method and eight strategies, including transference, naturalization, descriptive equivalent, synonym, through-translation, transposition, paraphrase, and couplet. The analysis disclosed that such method and strategies could be used to translate agreement letters based on the objectives mentioned.

Keywords: translation, translation method, translation strategies, agreement letters, legal text