



Obtaining Interpreting assistance through VLN for a Full Rep. Case

VLN will provide you with instructions for our telephone interpreting service. This can be used for phone calls.

VLN will make every effort to arrange a volunteer interpreter for any face to face meetings with your client. If a volunteer is not available, you will need to use the interpreter line service.

- Ana Aleman is the VLN staff person who coordinates interpreting services for our volunteers.

Ana Aleman
Interpreter Coordinator
Volunteer Lawyers Network
P: 612-752-6635
ana@vlmn.org

- Use Language Line telephone interpreter service to schedule a meeting with your client.
- Let Ana know the date, time, location, duration, and nature of the meeting (she would like at least a week or more notice) and she will try to arrange for a volunteer interpreter to attend.
- Ana will let you know if a volunteer interpreter is available to attend the scheduled meeting.
- Our pool of volunteer interpreters is limited and sometimes no one is available. In these cases, we ask that you use Language Line telephone service for the meeting.
- Follow the same procedure for all subsequent meetings.

The Court will arrange interpreters for any court appearances. Please let the Court know if you will need an interpreter.