

AUTHENTICATION SUBMITTAL FORM

Authentication Services Are For International Use Only

Only (1) One Form is needed (unless you need separate receipts)

Name (Adult Person filling out form) _____

Address _____

City _____ State _____ Zip _____

Email Address _____

Daytime Telephone Number _____

Select one: ☐ Apostille ☐ Certification

Foreign country in which document will be used _____

Number of Documents _____ x \$5.00 per document = \$ _____ Total
(Must have a document for each Apostille or Certification needed)

Payment Enclosed: Check ☐ Money Order ☐ Cash ☐

Make checks and Money orders payable to the Secretary of State

Credit Card ☐ (Please provide credit card information below)

☐ Visa ☐ Master Card ☐ American Express ☐ Discover Card

Card Number _____ Expiration Date ____/____

Card Holder _____

Billing Address _____

City _____ State _____ Zip _____

Documents will be returned to the sender by regular USPS unless one of the following is provided:
(Secretary of State's office is **NOT** responsible for documents lost with US postal service)

- ☐ Self-addressed first-class envelope with postage
- ☐ Self-addressed Priority or Express envelope with postage
- ☐ Prepaid courier service (FedEx, UPS, Airborne, DHL) with envelope
- ☐ Self-addressed courier service envelope (with account number clearly printed on label)

Mail the completed authentication submittal form and documents to:

Office of the Secretary of State
Authentication Division
11 South Union Street, Suite 224
Montgomery, Alabama 36130
(334) 242-5325

Please allow five (5) business days for **mail time**. Walk in service is available 8:00-5:00 Mon-Fri.