



## Alabama Business Services Montgomery, LLC

P.O. Box 240034 • Montgomery, Alabama 36124-0034 USA

Tel: (334) 396.0702 | www.AlabamaBusinessServices.com

www.AlabamaDocumentAuthentication.com

www.AlabamaNotaryServices.com

Complete this form for a service fee quote and to authorize Alabama Business Services to process your documents. You may sign this form with an electronic or hand written signature. Return completed form to Alabama Business Services via email. Thank you.

### Request for Alabama Document Authentication: Apostille and Certification Service

Date: \_\_\_\_\_

Full Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Return address for your completed documents:

First & Last Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Country: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

### Type of documents to be authenticated for an Apostille or Certification for State and/or Federal levels.

Type of document: \_\_\_\_\_

What country will your document be used in for accreditation: \_\_\_\_\_

Is this country a member of The Hague Convention? Yes No

Is your document an : original copy How many documents: \_\_\_\_\_

**Payment Options: *Please check your preferred payment option. US Bank certified checks and money orders are to be paid to the order of Alabama Business Services Montgomery, LLC .***

Bank Certified Funds or Money Order

Bank Transfer

Wire Deposit

Credit/Debit Card

PayPal

Please submit a valid non-expired ID. This request is required for the document authentication process and to identify you as the document owner. Accepted Photo ID's: Passport, Drivers License, Military ID, a Non-Drivers License ID. A Passport ID is required for the Embassy/Consulate legalization process.

*Disclaimer: The information on this form provided by you will determine your fee quote for service, therefore if additional documents are submitted other than listed on this form, your service will require a new quote.*

### Service Authorization:

I, \_\_\_\_\_ (full name), authorize Alabama Business Services Montgomery, LLC to complete my document authentication service on my behalf.