




10620 TREENA ST SUITE 230, SAN DIEGO, CA 92131

TOLL FREE NUMBER: 1-800-889-7850 

OFFICE LINE: 619-791-6176 

# APOSTILLE/AUTHENTICATION ORDER FORM

## PERSONAL INFORMATION

LAST NAME:

FIRST NAME:

COMPANY NAME: (IF YOU REPRESENT BUSINESS)

## YOUR ADDRESS

HOUSE #, STREET NAME:

APT. #  STATE/PROVINCE:  ZIP/POSTAL CODE:  COUNTRY:

EMAIL ADDRESS:  TELEPHONE:

## SHIPPING DETAILS – FOR REQUESTS BY MAIL

(WE USE FEDEX IN THE U.S. IF YOU INDICATE A PO BOX, THEN WE WILL USE USPS).

SAME AS THE MAILING ADDRESS ABOVE?  YES OR NO  THEN INDICATE BELOW

ADDRESS WHERE TO RETURN THE DOCUMENTS  RESIDENTIAL  BUSINESS

NAME OF RECIPIENT:

HOUSE #, STREET NAME:

APT. #  STATE/PROVINCE:  ZIP/POSTAL CODE:  COUNTRY:

EMAIL ADDRESS:  TELEPHONE:

## INFORMATION ABOUT YOUR DOCUMENTS


COUNTRY WHERE THE DOCUMENTS ARE GOING TO BE USED:

DOCUMENT TYPE:  TOTAL NUMBER OF DOCUMENTS:

I AM REQUESTING:  APOSTILLE  AUTHENTICATION  LEGALIZATION  IF OTHER, BELOW

PROCESSING TYPE:  STANDARD PROCESSING  RUSH PROCESSING (ADD \$100 / PER STATE)

\* DEPENDING OF THE STATE

TOLL FREE NUMBER: 1-800-889-7850 OFFICE LINE: 619-791-6176 

SCAN AND EMAIL COPIES (OPTIONAL) THIS SERVICE MUST BE ORDERED WHEN YOU PLACING YOUR ORDER:

SCAN APOSTILLE PAGE – FREE  EMAIL SCAN OF THE COMPLETED DOCUMENT BEFORE RETURN SHIPPING \$20

COST OF SHIPPING TO A FOREIGN COUNTRY:  ESTIMATED TOTAL COST:

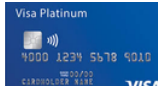
**I ACKNOWLEDGE THAT I PROVIDED CORRECT INFORMATION, I HAVE READ AND AGREE TO TERMS AND CONDITIONS ON THE GLOBAL APOSTILLE'S WEBSITE**

## YOUR SIGNATURE

### PAYMENT INFORMATION

MAKE PAYMENTS PAYABLE TO "APOSTILLE NEAR ME"

PLEASE CHOOSE YOUR PAYMENT OPTION:

 MONEY ORDER WESTERN UNION PAYPAL CASHIER'S, PERSONAL OR BUSINESS CHECK CREDIT CARD ZELLE BANK TRANSFER, ADD \$25

NAME ON THE CREDIT CARD:

IF BUSINESS CARD, COMPANY NAME:

CREDIT CARD NUMBER:

CVV  EXPIRATION DATE (MM/YYYY):

**(ON YOUR BANK STATEMENT THE CHARGE WILL APPEAR FROM MULTICHOICE GROUP, INC)**

#### CREDIT CARD BILLING ADDRESS:

SAME AS THE MAILING ADDRESS ABOVE?  YES OR NO  THEN INDICATE BELOW

HOUSE #, STREET NAME:

APT. #  STATE/PROVINCE:  ZIP/POSTAL CODE:  COUNTRY:


EMAIL ADDRESS:  TELEPHONE:

I  (YOUR NAME), HEREBY AUTHORIZE GLOBAL APOSTILLE TO CHARGE MY ACCOUNT IN THE AMOUNT OF \$  TO PROCESS APOSTILLE AND/OR AUTHENTICATION REQUESTS FOR MY DOCUMENTS.



10620 TREENA ST SUITE 230, SAN DIEGO, CA 92131

TOLL FREE NUMBER: 1-800-889-7850 

OFFICE LINE: 619-791-6176 

I UNDERSTAND THAT THIS PAYMENT IS NON-REFUNDABLE. THE REFUND WILL ONLY BE ISSUED IF GLOBAL APOSTILLE IS UNABLE TO OBTAIN AN APOSTILLE OR IF I CANCEL MY REQUEST IN WRITING (BY FAX OR EMAIL) BEFORE GLOBAL APOSTILLE BEGINS PROCESSING MY DOCUMENTS

SIGNATURE OF PERSON AUTHORIZING PAYMENT:

DATE: (MM/DD/YYYY):

MAIL TO THE ADDRESS AT THE TOP OF THE FORM

1. THIS COMPLETED APOSTILLE/AUTHENTICATION REQUEST FORM
2. LETTER OF AUTHORIZATION FOR EMBASSY/CONSULATE LEGALIZATION (WE WILL PROVIDE IF APPLICABLE)
3. ORIGINAL DOCUMENT(S)
4. PHOTOCOPY OF THE APPLICANT'S PASSPORT OR A U.S. DRIVER'S LICENSE
5. PAYMENT MADE PAYABLE TO "APOSTILLE NEAR ME"

### More Information :

 10620 Treena St Suite 230, San Diego, CA 92131

 Toll Free Number: 1-800-889-7850

 Office Line: 619-791-6176

 [www.apostillenearme.com](http://www.apostillenearme.com)

\_\_\_\_\_  
YOUR SIGNATURE

# THANK YOU



# APOSTILLE RATE SHEET

At Apostille Near Me, we pride ourselves on providing exceptional service with a commitment to security, efficiency, and customer satisfaction. Our experienced team ensures your documents are handled with care and expertise.

## PERSONAL APOSTILLE RATES

### 1ST PERSONAL APOSTILLE

Standard processing for 1 apostille.

- Includes FedEx delivery within the U.S.
- For international delivery, contact us for an estimate (provide your city and postal code).
- **\*Timeline: Within 10 business days or sooner\***

**\$175**

### 2ND OR MORE PERSONAL APOSTILLES

**SAME STATE**

Example 1: 2 birth certificates and 2 marriage certificates from the same state:  $\$175 + \$130 + \$130 + \$130 = \$565$

- Example 2: 2 birth certificates from one state and 2 marriage certificates from another state:  $\$175 + \$130 + \$175 + \$130 = \$610$

- **\*Timeline: Within 10 business days or sooner\***

**\$130 EACH**

### RUSH PROCESSING SERVICES FOR PERSONAL APOSTILLES

Example 1: 1 birth certificate and 1 marriage certificate with rush processing:  $\$175 + \$175 \text{ (rush)} + \$130 + \$175 \text{ (rush)} = \$655$

- Example 2: 1 birth certificate from one state and 1 marriage certificate from another state:  $\$175 + \$175 \text{ (rush)} + \$175 + \$175 \text{ (rush)} = \$700$

- **\*Timeline: Within 5 business days or sooner\***

**\$175 PER STATE**

## BUSINESS APOSTILLE RATES

### 1ST BUSINESS APOSTILLE

- Standard processing for 1 apostille.

- Includes FedEx delivery within the U.S.
- For international delivery, contact us for an estimate (provide your city and postal code).
- **\*Timeline: Within 10 business days or sooner\***

**\$220**

### 2ND OR MORE BUSINESS APOSTILLES

**SAME STATE**

- Example 1: 2 articles of incorporation and 2 bylaws from the same state:  $\$220 + \$140 + \$140 + \$140 = \$640$

- Example 2: 2 articles of incorporation from one state and 2 bylaws from another state:  $\$220 + \$140 + \$220 + \$140 = \$720$

- **\*Timeline: Within 10 business days or sooner\***

**\$140 EACH**

### RUSH PROCESSING SERVICES FOR BUSINESS APOSTILLES

- Example 1: 1 article of incorporation and 1 bylaw from the same state with rush processing:  $\$220 + \$200 \text{ (rush)} + \$140 + \$200 \text{ (rush)} = \$760$

- Example 2: 1 article of incorporation from one state and 1 bylaw from another state:  $\$220 + \$200 \text{ (rush)} + \$220 + \$200 \text{ (rush)} = \$840$

- **\*Timeline: Within 5 business days or sooner\***

**\$200 PER STATE**

## ADDITIONAL SERVICES

### ADDITIONAL CERTIFICATION FOR THE SAME DOCUMENT

- Some states require additional authentication from city/county authorities.
- We verify any additional fees and notify you of costs before processing.
- **\*Timeline: Within 10 business days or sooner\***

**\$110 EACH**

### EMBASSY LEGALIZATION FROM \$350 EACH DOCUMENT + EMBASSY FEE

- Some countries require additional certification/legalization.
- We provide estimates based on specific requirements.
- **\*Timeline: Varies by country\***

**\$350 EACH**

### FBI APOSTILLE PROCESS

- Submit your FBI background check in PDF format to [support@apostillenearme.com](mailto:support@apostillenearme.com).
- Include "FBI Apostille Spain" in the email body and mention the company that referred you.
- Documents are shipped anywhere in the U.S. For special instructions, contact us.
- **\*Timeline: Four weeks or sooner (No rush services available)**

**\$149**

## DOCUMENTS REQUIRING APOSTILLE FOR SPAIN

BIRTH CERTIFICATE **\$175**, MARRIAGE CERTIFICATE **\$175**, DEATH CERTIFICATE **\$175**, DIVORCE DECREE **\$175**, SINGLE STATUS AFFIDAVIT **\$175**, DIPLOMAS AND TRANSCRIPTS **\$175**, POLICE RECORDS **\$175**, POWER OF ATTORNEY **\$175**, ARTICLES OF INCORPORATION **\$220**, BYLAWS **\$220**, COMMERCIAL INVOICES **\$220**, CERTIFICATES OF ORIGIN **\$220**, MEDICAL CERTIFICATES **\$175**, ADOPTION PAPERS **\$175**, COURT ORDERS **\$175**

**TIMELINE FOR ALL ABOVE DOCUMENTS: WITHIN 10 BUSINESS DAYS OR SOONER**

## TRANSLATION SERVICES STARTING AT \$70

FINAL COST DEPENDS ON DOCUMENT REVIEW AND VERIFICATION BY A LICENSED CERTIFIED TRANSLATOR.

- **\*TIMELINE: VARIES BASED ON DOCUMENT COMPLEXITY\***



### SECURITY AND PRIVACY

- ALL DOCUMENTS ARE HANDLED BY LICENSED NOTARIES PUBLIC AND LEGAL DOCUMENT ASSISTANTS.
- DOCUMENTS ARE PHYSICALLY SUBMITTED; NONE ARE MAILED IN FOR SECURITY AND PRIVACY.



### PAYMENT INFORMATION

- WE ACCEPT ALL FOUR MAJOR CREDIT CARDS, CASH, PERSONAL AND BUSINESS CHECKS, MONEY ORDERS, CASHIER'S CHECKS, DEBIT CARDS, AND PAYPAL.
- INVOICING AVAILABLE FOR SELECT CLIENTS.

## WHY PARTNER WITH US?

**RELIABLE SERVICE:** CONSISTENT, TIMELY PROCESSING FOR ALL DOCUMENTS.

**EXPERT TEAM:** DEDICATED PROFESSIONALS ENSURE YOUR DOCUMENTS ARE HANDLED WITH THE UTMOST CARE.

**CUSTOMER FOCUSED:** WE PRIORITIZE YOUR NEEDS AND ARE READY TO ASSIST WITH ANY INQUIRIES.



[support@apostillenearme.com](mailto:support@apostillenearme.com)



1-800-889-7850



[www.apostillenearme.com](http://www.apostillenearme.com)