

99014002035001

# Certification of court and notarial documents for use abroad (apostille)

Heruntergeladen am 18.06.2025

<https://fimportal.de/xzufi-services/6001082/L100009>

Modul	Sachverhalt
Leistungsschlüssel	99014002035001
Leistungsbezeichnung I	Certification of court and notarial documents for use abroad (apostille)
Leistungsbezeichnung II	Certification of court and notarial documents for use abroad (apostille)
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Sachsen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	
Leistungsgruppierung	
Verrichtungskennung	

Modul	Sachverhalt
SDG-Informationsbereich	
Lagen Portalverbund	
Einheitlicher Ansprechpartner	
Fachlich freigegeben am	
Fachlich freigegeben durch	
Handlungsgrundlage	
Teaser	<p>Apostille is a simplified form of confirmation of authenticity for public documents issued by the authorities of the state in which the document was drawn up. The presidents of the regional courts issue apostilles for court or notarially certified deeds upon request.</p>
Volltext	<p>Apostille is a simplified form of confirmation of authenticity for public documents issued by the authorities of the state in which the document was drawn up. The presidents of the regional courts issue apostilles for court or notarially certified deeds upon request.</p> <p>If the documents also require legalisation, you must still present them to the diplomatic or consular representation of the state in which the documents will be used.</p> <p>Exemption from legalisation</p> <p>Legalisation requires a considerable amount of time and money. For this reason, it has been declared unnecessary in some cases by international treaties. These treaties include the Convention on the Exemption of Foreign Public Documents from Legalisation (Hague Apostille Convention). The apostille then takes the place of legalisation as proof of authenticity. This is issued by the competent national authority. Involvement of the foreign representation of the state in which the document is to be used is then no longer necessary.</p> <p>In addition, the Federal Republic of Germany has concluded bilateral international agreements and treaties with some states (for example, with Belgium, Denmark, France, Greece, Italy, Luxembourg, Austria</p>

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	and Switzerland) or is a party to multilateral agreements in which the waiver of legalisation or its replacement by a special intermediate authentication has been agreed for certain documents.
Erforderliche Unterlagen	<ul style="list-style-type: none"> <li>• Surname, first name and address of the person submitting the application</li> <li>• Country in which the documents are to be presented</li> <li>• Application (if offered: form) with the following minimum information: for applicant companies: Application for company head sheet</li> <li>• Original certificate</li> <li>• Passport or other proof of identity (not required for written application)</li> <li>• if applicable: written power of attorney for the representative</li> </ul>
Voraussetzungen	<ul style="list-style-type: none"> <li>• Court document (e.g. judgement, court order, extract from the commercial register)</li> <li>• notarial deed</li> </ul>
Kosten	EUR 20.00 per certificate
Verfahrensablauf	Formulate an informal written application for the granting of an apostille. Submit the signed application together with the original documents in person or by post to the district court.
Bearbeitungsdauer	
Frist	
weiterführende Informationen	
Hinweise	<p>In the case of translations by</p> <p>*) In order to remain comprehensible, we limit ourselves to the generalised designations of persons, they always refer to each gender - d. Red.</p>
Rechtsbehelf	no information
Kurztext	
Ansprechpunkt	

Modul	Sachverhalt
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Zuständige Stelle	
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Formulare	
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Ursprungsportal	
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