

# Apostille Stamp Services



In basic words, Apostille is a square shaped computer generated - 9×9 inch sticker stamp pasted on the reverse of the document by the Ministry of External Affairs, Government of India to validate the authenticity of the document so that it can be accepted in The Hague Convention countries. Apostille is a check used to validate the document for global recognition. Apostille can be issued on educational, Personal and commercial certificates. **Superb Enterprises** has a direct outsource from **Ministry of External Affairs (MEA)** to render Apostille services to the general public.

Ministry of External Affairs (MEA) is the one authorized body having the exclusive authority in India to issue Apostille and authenticate the documents issued in India. Apostille can only be done for the country listed in one country party of the Hague convention and that are to be used in another country which is also a party of the Hague convention. Apostille stickers will be issued on documents like birth certificate, death certificate, affidavits, marriage certificate, etc. and educational documents.

The applicants require submitting the following documents:

- (a) Original document to be Apostille;
- (b) One clear photocopy of the document;
- (c) One clear photocopy of the passport.

## **PROCEDURE:-**

The process of Apostille of certificates from Ministry of External Affairs (MEA) of Government of India can be had on all Certificates, if the certificate is Indian issued.

Apostille from MEA can be executed after attestation is done from relevant state authorities. For Example in case of Educational Documents, document has to be attested from concerned state Education Department (HRD/GAD) prior to MEA Apostille.

### ➤ **Authentication of Documents-**

All original certificates requiring Apostille from MEA must first be authenticated by the designated state authorities of the State/Union Territory from where the document is issued.

### ➤ **Legalization of Documents-**

There are three type of Apostille procedure:

#### **1) For Educational Documents:**

State Education Department (HRD/GAD) + Apostille from MEA

#### **2) For Non-Educational Documents:**

State Home Department + Apostille from MEA

#### **3) For Commercial Documents:**

Chamber of Commerce + Apostille from MEA

## **Following are the countries that have signed The Hague Convention and accept Apostille:-**

Albania, Andorra, Argentina, Armenia, Australia, Austria, Azerbaijan, Belarus, Belgium, Bosnia and Herzegovina, Brazil, Bulgaria, Burkina Faso, Canada, Chile, People's Republic of China,

Costa Rica, Croatia, Cyprus, Czech Republic, Denmark, Ecuador, Egypt, Estonia, European Union, Finland, France, Georgia, Germany, Greece, Hungary, Iceland, India, Ireland, Israel, Italy, Japan, Jordan, Korea, Republic of Latvia, Lithuania, Luxembourg, Malaysia, Malta, Mauritius, Mexico, Monaco, Montenegro, Morocco, Netherlands, New Zealand, Norway, Panama, Paraguay, Peru, Philippines, Poland, Portugal, Romania, Russian Federation, Serbia, Singapore, Slovakia, Slovenia, South Africa, Spain, Sri Lanka, Suriname, Sweden, Switzerland, The former Yugoslav, Republic of Macedonia, Tunisia, Turkey, Ukraine, United Kingdom of Great Britain and Northern Ireland, United States of America, Uruguay, Venezuela, Viet Nam, Zambia.

## **TYPES OF DOCUMENTS APOSTILLE:**

### **1. Educational Documents-**

Degree Certificate, PG Degree Certificate, Pre Degree Certificate, BE Certificate, Diploma Certificate (affiliated to UGC), Nursing Certificate, HSC Certificate, MBBS Certificate, Dentists Certificate (affiliated to UGC), Engineering Certificate (affiliated to UGC), Nursing Degree Certificate, Pharmacy Certificate, B.Ed Certificate, MS Certificate, MD Certificate, B Tech. Certificate, Mark sheet, SSC Certificate, Inter Certificate, etc.

### **2. Non-Educational Documents-**

Marriage Certificate, Birth Certificate, Leaving Certificate, Police Clearance, Registration Certificate, Power of Attorney Certificate, Marriage Affidavit Certificate, Bona-fide Certificate, Medical Certificate, Affidavit, Single status certificate, etc.

## **WHY US:**

- ✓ Proficient technology and enthusiastic professionally qualified staff
- ✓ Service beyond anticipation
- ✓ Entire package solution for Apostille services.
- ✓ Devoted to customer's satisfaction.
- ✓ India's foremost and well-equipped team of professionals in certificate Apostille.

**Superb Enterprises Pvt. Ltd.**

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