



**DOCUMENT AUTHENTICATION
ROYAL EMBASSY OF SAUDI ARABIA
CANBERRA - AUSTRALIA**



In order to legalise a document from the Embassy of the Kingdom of Saudi Arabia in Canberra you are required to obtain an **AUTHENTICATION SEAL** from the Australian Department of Foreign Affairs & Trade. (DFAT)

When applying for a seal from DFAT you are asked to select from an Authentication seal or Apostille seal.

Please ensure when applying for DFAT authentication you apply for **AUTHENTICATION SEAL**
Apostille Seal is **NOT** acceptable by the Kingdom of Saudi Arabia.

Documents & Powers of Attorney

Documents i.e. power of attorney, commercial and incorporation agreements, licenses, company registrations & or extracts, deed of assignments, appointment of agent, trademark / patent registration or agreement, commercial contracts, Primary or Secondary school reports etc.

Must be authenticated in the following order:

- 1) Notarised from a Notary Public lawyer.
- 2) **Authentication seal** from Australian Department of foreign Affairs & Trade (DFAT).
- 3) Authentication Fee: \$15 per authentication plus \$110 processing fee = Total \$125 per set of document(s).

Marriage/Birth/Death or Police Fingerprint Certificates

As these documents are **original** Australian government issued documents they do NOT require a Notary Seal
May be authenticated in the following order:

- 1) **Authentication seal** from Australian Department of foreign Affairs & Trade (DFAT).
- 2) Authentication Fee: \$15 per authentication plus \$110 processing fee = Total \$125 per set of document(s).
Note if you are authenticating a photocopy of the Original certificate then you will require a Notary seal.

Education Certificates / Qualification Documents

University Degree's & qualification certificates (**issued from an Australian Institute Only**)

Must be authenticated in the following order:

- 1) Copy Notarised from a Notary Public lawyer or Original university degree / transcript which bears the official signature/seal of the university verified & signed as true & accurate record by the student administration office of the issuing institution.
- 2) **Authentication seal** from Australian Department of foreign Affairs & Trade (DFAT)
- 3) Authentication seal by the Saudi Arabian Cultural Mission Canberra. **see the following link -**
<https://sacm.org.au/attestation-procedures/>
- 4) Authentication Fee: \$15 per authentication plus \$110 processing fee = Total \$125 per set of document(s).

Useful Links

<https://www.notarylocator.com.au/>

<https://www.smartraveller.gov.au/consular-services/notarial-services/documents>

SEND:

By Courier: NOT AVAILABLE DUE TO COVID RESTRICTIONS

By Post: PO BOX 4122, GILBERTON, VIC 3072

Web: www.labbaiktravel.com

Tel: +61 (03) 94784515

Email: info@labbaiktravel.com

Export Documents

All export documents, i.e. shipment of goods certificates, packing list, certificates of origin, commercial invoices, bills of lading, insurance certificates, Halal Certificates, Phytosanitary or Health certificates, market price certificates of the various goods that are in accordance with the export market price, etc. Each document must be stamped & authenticated **individually** NOT bound together as one document:

- 1) Stamp documents from chamber of commerce.
- 2) Notarise from a Notary Public lawyer. (non-government issued documents)
- 3) **Authentication seal** from Australian Department of foreign Affairs & Trade (DFAT)
- 4) Authentication fee \$15 per authentication.
- 5) Processing fee: \$110 per set of documents.

Useful Links

<http://www.austarab.com.au>

<https://www.australianchamber.com.au>

<https://www.notarylocator.com.au/>

<https://www.smartraveller.gov.au/consular-services/notarial-services/documents>

Failure to comply with any of the above requirements may cause a delay in the process or refusal due to requirements noncompliance.

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