

Authentication of copies with the original

Description

The authentication of document copies issued by the Albanian authorities or the authorities of the host country with the original

Required Documentation

- 1) Identification document such as passport or biometric identity card of the person who submits the document for authentication;
- 2) The original document, valid and issued by the competent authority;

Procedural steps

- 1) Presentation of the citizen in person before the consul where the verification of his/her identity is made;
- 2) Submission of the original fee invoice that has been made into the Embassy's account number;
- 3) Verification of the regularity of the document;
- 4) Verification with the issuing authority, if necessary;
- 5) Authentication of the copy with the original;
- 6) After the authentication with the original one is made and the tax stamp is set, a copy of the document is kept in the archives of the embassy or consulate

Service Fee and Deadline

20 EUR or local currency equivalent fee

The action is carried out when the person concerned is present or depending on the time needed for verification with the issuing authority.

Office

All the Diplomatic and Consular missions

Notes

In cases when the consul is not convinced of the authenticity of the documents submitted by the citizen, he verifies them through the Ministry of Foreign Affairs or the institutions of the country where the document was issued.

In countries with no Albanian embassy or consulate, the persons concerned address local notaries. In order to be recognized by the authorities in Albania, local notary attestations must be legalized or apostilled, like any other foreign document.