

**ATLAS APOSTILLE &  
DOCUMENT LEGALIZATION ORDER FORM**

DOCUMENTS PICKED UP OR MAILED WILL BE DELIVERED TO SECRETARY OF STATE TO PROCESS NEXT  
DAY.  
RETURNED TO YOU BY FEDEX WITHIN 4 BUSINESS DAYS.

MAIL ALL DOCUMENTS TO:  
JAN ATLAS  
80149 Royal Birkdale Dr  
Indio, CA 92201

Print and Fill out this form completely and mail to above address with all documents.

Name: \_\_\_\_\_ Company: \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_  
\_\_\_\_\_ State: \_\_\_\_\_ ZIP \_\_\_\_\_  
Telephone \_\_\_\_\_  
Email: \_\_\_\_\_  
Date: \_\_\_\_\_ Number of Documents: \_\_\_\_\_  
Type of documents: \_\_\_\_\_  
For use in which country?: \_\_\_\_\_

**FEES:**

**\$65.00 Travel fee to notarize & pick up document if needed**

**\$15.00 per document Notarization fee if needed.**

**\$95.00 per document Apostille fee**

**\$195 per document for USDOS fee for any Federal document or Countries  
not part of the Hague Convention,**

**All Legalization of documents at Consulate - will be determined depending  
on Consulate for fee total per document**

**For Shipping back, Include prepaid shipping envelope or label.**

**OR add \$65 for shipping Fed Ex back to you for Domestic.**

**International shipping will be quoted depending on address and country.**

**Credit Cards by Pay Pal accepted on my website.**

**OR sign Credit card Authorization and send credit card info below:**

**CREDIT CARD AUTHORIZATION FEE FOR APOSTILLE SERVICES**

**Credit card number**\_\_\_\_\_

**Exp date**\_\_\_\_\_ **CVV Code**\_\_\_\_\_

**Zip Code**\_\_\_\_\_

**Signature to Authorize credit card**\_\_\_\_\_