



## Alabama Business Services Montgomery, LLC

Montgomery, Alabama 36117 USA | Tel#: 1 (334) 245.4213  
www.AlabamaBusinessServices.com  
www.AlabamaDocumentAuthentication.com | www.AlabamaNotaryServices.com

Complete this form for a service fee quote and to authorize Alabama Business Services to process your documents. You may sign this form with an electronic or hand written signature. Kindly return this completed form to (mail@alabama-business.us). We will advise to you via email our ship to address.

### Request for Document Authentication: Apostille and Certification Service

Date: \_\_\_\_\_

Full Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Return address for your completed documents:

First & Last Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Country: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

### Type of documents to be authenticated for an Apostille or Certification for State and/or Federal levels.

Type of document: \_\_\_\_\_

What country will your document be used in for accreditation: \_\_\_\_\_ Is

this country a member of The Hague Convention? Yes No

Is your document an : original copy How many documents: \_\_\_\_\_

**Payment Options: *Please check your preferred payment option. US Bank certified checks and money orders are to be paid to the order of Alabama Business Services Montgomery, LLC .***

Bank Certified Funds or Money Order Bank Transfer Wire Deposit Credit/Debit Card PayPal

Please submit a valid non-expired ID. This request is required for the document authentication process and to identify you as the document owner. Accepted Photo ID's: Passport, Drivers License, Military ID, a Non-Drivers License ID. A Passport ID is required for the Embassy/Consulate legalization process.

*Disclaimer: The information on this form provided by you will determine your fee quote for service, therefore if additional documents are submitted other than listed on this form, your service will require a new quote.*

### Service Authorization:

I, \_\_\_\_\_ (full name), authorize Alabama Business Services Montgomery, LLC to complete my document authentication service on my behalf.