

99014002035001, 99014002035001

Apply for an apostille

Heruntergeladen am 04.07.2025

<https://fimportal.de/xzufi-services/9362759/L100008>

Modul	Sachverhalt
Leistungsschlüssel	99014002035001, 99014002035001
Leistungsbezeichnung I	Apply for an apostille
Leistungsbezeichnung II	
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Sachsen-Anhalt
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Beglaubigungen und Beurkundungen (014)
Verrichtungskennung	Beglaubigung (035)
SDG-Informationsbereich	
Lagen Portalverbund	Auszüge aus Registern (2020200)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	

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Fachlich freigegeben durch	Approved by the Federal Ministry of the Interior. Co-signature of the Federal Ministry of Justice requested.
Handlungsgrundlage	https://www.gesetze-im-internet.de/urkbefr_bkg_haag/BJNR208750965.html https://www.gesetze-im-internet.de/urkbefrv_1997_haag/BJNR287200997.html https://www.gesetze-im-internet.de/urkbefr_bkg_haag/BJNR208750965.html https://www.gesetze-im-internet.de/urkbefrv_1997_haag/BJNR287200997.html
Teaser	
Volltext	Legalization involves a considerable amount of time and money. It has therefore been declared partially dispensable by international treaties. These conventions include the Convention Abolishing the Requirement of Legalization for Foreign Public Documents (Hague Apostille Convention). Legalization is then replaced by the apostille as proof of authenticity. This is issued by the competent internal authority of the state that issued the document. It is then no longer necessary for the foreign representation in Germany to be involved. In addition, there are also conventions with the consequence of mutual recognition of the respective documentary system, so that public documents are regarded as authentic without further ado (Belgium, Denmark, France, Greece, Italy; Luxembourg, Austria and Switzerland). You can find out which countries recognize the "Hague Apostille" here: https://www.personenstandsrecht.de/Web/PERS/DE/uebereinkommen/_documents/haager-uebereinkommen/ue02.html https://www.personenstandsrecht.de/Web/PERS/DE/uebereinkommen/_documents/haager-uebereinkommen/ue02.html
Erforderliche Unterlagen	• Original certificate • Passport or other proof of identity (not required for

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	written applications) • If applicable: written power of attorney for the representative
Voraussetzungen	
Kosten	EUR: 10,00 to 100,00
Verfahrensablauf	If possible, find out about the exact procedure and how the fees are to be paid before submitting your application. • Visit the competent authority. Make an appointment by telephone. • Identify yourself with your identity card or passport. • State the country in which you wish to use the certificate. • Present the original document. • Pay the fee at the relevant office.
Bearbeitungsdauer	
Frist	
weiterführende Informationen	
Hinweise	
Rechtsbehelf	
Kurztext	Legalization involves a considerable amount of time and money. It has therefore been declared partially dispensable by international treaties. These conventions include the Convention Abolishing the Requirement of Legalization for Foreign Public Documents (Hague Apostille Convention). Legalization is then replaced by the apostille as proof of authenticity. This is issued by the competent internal authority of the state that issued the document. It is then no longer necessary for the foreign representation in Germany to be involved. In addition, there are also conventions with the consequence of mutual recognition of the respective documentary system, so that public documents are regarded as authentic without further ado (Belgium,

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	Denmark, France, Greece, Italy; Luxembourg, Austria and Switzerland).
	You can find out which countries recognize the "Hague Apostille" here:
Ansprechpunkt	Please contact the State Administration Office.
Zuständige Stelle	
Formulare	
Ursprungsportal	Apostille beantragen, Apply for an apostille