

99014002035001, 99014002035001

Apostille

Heruntergeladen am 04.07.2025

<https://fimportal.de/xzufi-services/8968012/L100012>

Modul	Sachverhalt
Leistungsschlüssel	99014002035001, 99014002035001
Leistungsbezeichnung I	Apostille
Leistungsbezeichnung II	
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Schleswig-Holstein
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	

Modul

Sachverhalt

Fachlich freigegeben durch

Handlungsgrundlage

https://www.gesetze-im-internet.de/urkbefr_bkg_haag/BJNR208750965.html
https://www.gesetze-im-internet.de/urkbefrv_1997_haag/BJNR287200997.html

Teaser

An apostille is a specific form of certification (example: certification of the authenticity of a signature on a document).

Volltext

German public documents and certificates that are intended for use abroad must be notarized in Germany under certain conditions if the foreign state requires this.

The following are notarized

- the authenticity of the signature,
- the capacity in which the signatory has acted and
- if applicable, the authenticity of the seal or stamp affixed to the document.

The authenticity of this document is confirmed by legalization or apostille, depending on the country of use:

- For countries that have acceded to the Hague Convention of 05 October 1961 Abolishing the Requirement of Legalization for Public Documents, an apostille is required.
- Documents intended for other (non-acceding) countries are legalized. Legalization is then carried out by a consular official at the diplomatic mission or consular post of the country in which the document is required.

Erforderliche Unterlagen

- Document(s) to be notarized and
- Identity card or passport.

Notarizations are usually required at very short notice. This is precisely when you should coordinate the completeness and certifiability of your documents with the responsible office in advance by telephone to avoid unnecessary time and travel.

Modul	Sachverhalt
Voraussetzungen	
Kosten	The fee for the certification of each document is 20.00 euros.
Verfahrensablauf	
Bearbeitungsdauer	
Frist	The apostilles/certifications issued automatically lose their validity if the documents are no longer valid. This may be the case, for example, with registration certificates or certificates of no impediment to marriage. Applicants can find out how up-to-date the documents must be from the consular mission of the respective country.
weiterführende Informationen	
Hinweise	Further information on the legalization of documents and apostilles can be found on the website of the state government of Schleswig-Holstein. On the website of the Federal Foreign Office (AA) you can find out which countries have acceded to the Hague Convention of 5 October 1961 on the exemption of public documents from legalization. https://www.schleswig-holstein.de/DE/landesregierung/themen/inneres-sicherheit-verwaltung/beglaubigungen/beglaubigungen_node.html%20 https://www.konsularinfo.diplo.de/Vertretung/konsularinfo/de/05/_Urkundenverkehr.html https://www.schleswig-holstein.de/DE/landesregierung/themen/inneres-sicherheit-verwaltung/beglaubigungen/beglaubigungen_node.html%20 https://www.konsularinfo.diplo.de/Vertretung/konsularinfo/de/05/_Urkundenverkehr.html
Rechtsbehelf	
Kurztext	
Ansprechpunkt	In Schleswig-Holstein, jurisdiction depends on the origin of the document. Specifically, the competent authority is

Modul	Sachverhalt
	1. the Ministry of the 2. the 3. the Presidents 4. the
Zuständige Stelle	
Formulare	
Ursprungsportal	Apostille, Apostille