

Application for Authentication or Apostille Certifying Documents for Foreign Use

Secretary of State Index Department



WALK IN

MAIL IN

TN# _____

17 N. State Street Ste. 1010, Chicago, IL 60602
312-814-8218 • 312-793-3959
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Date Stamp For office use only.	
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Time In _____	For Office Use Only
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No.# _____	

Prior to submitting documents to be certified for foreign use, please ensure they have been notarized by an Illinois Notary Public or certified by the proper official.

- **Birth Certificates, Death Certificates, Marriage Certificates** – Must be certified by the County Clerk or local registrar where the birth, death, or marriage occurred.
- **Divorce Decree** – Must be certified by the Circuit Clerk of the Court that filed the decree.
- **Diplomas and Transcripts** – Must contain an original signature of a school official and be notarized by an Illinois Notary Public. (Include a statement of acknowledgment.)

FEE: \$2 per document payable to the Secretary of State.

Customer Name (please print): _____

Street Address: _____

City, State, ZIP: _____

Telephone Number: _____ Email: _____

Country or Countries you need the documents(s) certified for: _____

#	TYPE	AMOUNT
	AP	
	CA	
	CI	
	CL	
	TOTALS	

PLEASE DO NOT WRITE BELOW THIS LINE—OFFICE USE ONLY
