



# SOS

Office of the Secretary of State  
Corporations & Charities Division

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## Apostille or Certificate of Authentication Request Form

Tracking ID #

(Only for previously submitted documents)

Name of country requesting this document: \_\_\_\_\_

### PERSON PLACING THIS ORDER

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

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

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

Phone Number: \_\_\_\_\_ email: \_\_\_\_\_

### **THE FEE IS \$15.00 PER DOCUMENT (A DOCUMENT CAN BE MORE THAN ONE PAGE)**

Number of Documents: \_\_\_\_\_ X \$15.00 per document = \_\_\_\_\_

To expedite this order in **2 business days** add \$50 to your total + \_\_\_\_\_

**TOTAL PAYMENT ENCLOSED:** \$ \_\_\_\_\_ Check \_\_\_\_\_ Money Order \_\_\_\_\_

**PAYABLE TO SECRETARY OF STATE**

**Mail completed form, documents, and payment to:**

Secretary of State  
Apostille and Certificate Program  
801 Capitol Way S – PO Box 40228  
Olympia, WA 98504-0228

If you have questions, need assistance, or would like to provide feedback please visit the Apostille and Certificate Program website at [www.sos.wa.gov/corps/apostilles/](http://www.sos.wa.gov/corps/apostilles/) or call 360-725-0344.