

Apostille Acceptable Documents

Original documents issued by the State:

Includes: birth certificates, death certificates, state issued certificates.

Does not include: county marriage certificates or court documents.

These documents can be apostilled as they are issued and don't require additional validation to obtain the apostille.

Documents issued by clerk of court/county:

Includes: court documents, marriage certificates from county clerk, certified documents issued by clerk of court.

Must be certified by the clerk to obtain the apostille. This is normally a red or green stamp or text that has the signature of the clerk with text certifying that it's a true and correct copy of the original.

Notarized Documents:

Includes: Any notarized document, sworn statement, affidavit, attested copy, translations, etc.

Does not include: Any state record or certificate that is issued by the State. .

Public school transcripts must be signed and notarized by the school

The document itself can be in any language, but it must be signed and contain the full notarial text in English. If the document does not contain a similar text to the example below it is not correctly notarized, even if it has a notary stamp. A notary stamp alone will not generate an apostille.

Example of a proper full notarial text:

STATE OF FLORIDA

COUNTY OF ORANGE

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this _____ day of _____, 20____, by _____

[Signature of person signing] _____ [Date]

[Notary Signature]

[Notary Seal]

Personally, known to me _____

OR Produced Identification _____

Enclosed is a generic notarial statement form that you can attach to a document to ensure it meets the notarization requirements.

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this _____ day of _____, 20____,

by _____,

Signature

Date

Notary Signature

(Notary Seal)

Personally, known to me _____

OR

Produced Identification _____.

Type of identification produced: _____.

EXAMPLE

STATE OF FLORIDA

COUNTY OF Dade

The foregoing instrument was acknowledged before me by means of physical presence or online notarization,

this 12th day of January, 2020,

by John Smith,

(On the above by line, the Name of Person who signed document in front of notary should be printed. Not the notaries name.)

[Signature of person signing]

[Date]

<Notary Black Ink Stamp goes here>

Notary Signature

(Notary Seal)

Personally, known to me _____

OR

Produced Identification X.

Type of identification produced: Florida Driver's License.