



Arkansas Secretary of State

1401 W. Capitol, Suite 250, Little Rock, AR 72201

John Thurston

501-682-3409 • www.sos.arkansas.gov

Apostille/Certificate of Authentication Request Form

Submit this form with your documents. Please print or type.

What country will your documents be used in (not valid for use inside the United States)?: _____

Requestor's Name: _____

Name of Firm/Organization (If applicable): _____

Address: _____

Return Mail Address (where you would like the documents sent):

I would like to pick up my documents

Name: _____

Street Address or P.O. Box: _____ City: _____ State: _____ ZIP Code: _____

Daytime telephone number: _____ Email Address: _____

Fees Calculation (you must choose one or the other, not both):

Apostille: Number of documents: _____ X \$10.00 per document = Net Total: _____

Certification: Number of documents: _____ X \$5.00 per document = Net Total: _____

Fee Amount Due: _____

Form of Payment Enclosed

Check drawn on U.S. bank (payable to Arkansas Secretary of State)

Money Order from a U.S. bank (payable to Arkansas Secretary of State)

Visa

MasterCard

American Express

Discover

Note: A 4% convenience fee will be added to all credit/ debit card transactions

Name as it appears on Card: _____

Billing Address: _____ City: _____ State: _____ Zip Code: _____

Card Number: _____ CVV#: _____ Expiration: _____

Payment Authorization; I authorize the Arkansas Secretary of State to charge my credit/debit card for the amount due for the authentication services provided by the Secretary.

Cardholder's Signature:

If the name on the credit card or debit card is in the name of a

corporation or other business entity, please print the signer's name: _____ *Date:* _____

Location for Mailed Requests and In-Person Deliveries:

Arkansas Secretary of State
1401 W Capitol, Suite 250, Little Rock, AR 72201 or 300 N College, Suite 201F, Fayetteville AR 72701