

NOTARIAL AUTHENTICATION SERVICES

Our comprehensive, speedy and highly acclaimed notarial authentication service can assist you with the following:



In Office Offering:

DESCRIPTION	FEE (VAT included)
<p>Documents that are to be used outside the Republic of South Africa and by law or legal requirement must be certified by or signed in the presence of a Notary Public. (Notary Certificate)</p> <p>Delivery timeline: while you wait</p>	R906.30*
<p>Obtaining an apostille certificate (obtained locally) which needs to be attached to the above to make the authentication legally valid for use outside the Republic of South Africa. ** (Notary and locally obtained Apostille Certificate)</p> <p>Delivery timeline: 24 - 48 hours from submission to us</p>	R1419.30*
<p>Authentication at the relevant Government department or DIRCO in Pretoria and/or the Consulate or Embassy of the country in which you plan to use the documents. *** (Notary, Apostille Certificate / DIRCO authentication Certificate. In case of Embassy Authentication or additional endorsements R402.50 VAT included per requirement).</p> <p>Delivery timeline: usually within 7 – 10 working days from submission to us</p>	R2325.60 *

* Rates are per application / bundle of documents and in the case of individual / single authentications three documents. Approximately 5 documents can be accommodated per certificate. Alternatively, R402.50 per page for individual / single document authentications in excess of three.

* Copies of documents in excess of 5 pages are charged at R4.50+ VAT per page.

* Other than issuing the above certificates, please note that our rates for drafting legal documents or agreements are excluded from the above-mentioned rates. *Please contact our office for more information about the costs for drafting the documents or paperwork you require.*

** Apostille certificates are generally acceptable in countries that are parties to the Hague Convention dated 5 October 1961, namely the Convention Abolishing the Requirements of Legalisation for Foreign Public Documents and where the latest local regulations deem it appreciate for purposes of authentication, for more information see: <http://www.schoemanlaw.co.za>

*** Please note that the rate includes three Notary Certificates and any further Certificates will be charged at **R 402.50 VAT inclusive per certificate**. Please further note that the above rates exclude costs such as courier costs, DIRCO (charged per document) and embassy fees (charged per document). Comprehensive price is thus dependent on the circumstances involved and the country in which documents are to be used. *Please note that: We assume that all documents submitted to us for authentication are true and correct. We also cannot and do not guarantee that any authority shall authenticate any document. We also do not assume any responsibility for any lost or damaged documents.*

Mobile Offering:

DESCRIPTION	FEE (VAT included)
Documents that are to be used outside the Republic of South Africa and by law or legal requirement must be certified by or signed in the presence of a Notary Public. <i>(Notary Certificate and Travel in a 60 kilometre radius from our office)</i> <i>Delivery timeline: provided we receive the documents in advance (same day)</i>	R1950.00*
Obtaining an apostille certificate (obtained locally) which needs to be attached to the above to make the authentication legally valid for use outside the Republic of South Africa. ** <i>(Notary and locally obtained Apostille Certificate)</i> <i>Delivery timeline: 24 - 48 hours from submission to us</i>	R2500.00*

* Rates are per application / bundle of documents and in the case of individual / single authentications three documents. Approximately 5 documents can be accommodated per certificate. Alternatively, R402.50 per page for individual / single document authentications in excess of three.

* Copies of documents in excess of 5 pages are charged at R4.50+ VAT per page, and travel cost R5 per kilometre, and original documents returned by overnight courier, the cost of which will be for the Client's own account.

* Other than issuing the above certificates, please note that our rates for drafting legal documents or agreements are excluded from the above-mentioned rates. *Please contact our office for more information about the costs for drafting the documents or paperwork you require.*

For an appointment please call: 0214255604

For more information please email us at: enquiries@schoemanlaw.co.za. Click [here](#) for a list of all our legal services.

For an appointment, please call 0214255604 or click <https://outlook.office365.com/owa/calendar/SchoemanLawInc@schoemanlaw.co.za/bookings/>

We also distribute a convenient (free) monthly electronic newsletter containing the latest legal updates, interesting facts and news regarding our practice. To subscribe please go to our website.

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