

Consular Department
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ATTENTION
New Legalization Fees from 21.04.2025

1.	Certificate of Origin	38,00 € each
2.	Shipping Documents and /or Packing List	38,00 € each
3.	Trade Agreements	38,00 € each
4.	Power of Attorney	38,00 € each
5.	Commercial Register / Manufacturer's Declaration / CPP / GMP / Certificate of Analysis	38,00 € each
6.	Health Certificate	25,00 € each
7.	Price List	25,00 € each
8.	All personal Documents and Certificates* (University or Medical)	25,00 € each
9.	Police Clearance Certificate	25,00 € each

The following documents are required for the legalization process:

- ▶ The original and a copy of each document + **telephone number and e-mail of the company concerned.**
- ▶ One self-addressed DIN A4 envelope with **sufficient postage for registered mail.**
- ▶ One copy of the bank transfer (fees must be paid in one lump sum).
- ▶ Health certificates, manufacturer's declarations and shipping documents are required for the processing of a certificate of origin and a commercial invoice.
- ▶ All documents must be pre-authenticated by the Federal Office for Foreign Affairs (**BFAA**), Department of Apostilles and Debt Management - Kirchhofstraße 1-2, 14776 Brandenburg an der Havel, Hotline: +49 30 184730 16500), except commercial invoices, certificates of origin, and packing lists.
- ▶ COs, commercial invoices, and packing lists must be certified by the relevant Chamber of Commerce and Industry (IHK), and then by **Ghorfa** (Arab-German Chamber of Commerce and Industry e. V. - Tel. +49 30 27890725).

each* **Certificates**: Can now only be certified if 3 documents are available: transcript, diploma certificate, certificate. If not available, a certificate from the university must be provided. (For more information in this context, please consult the Embassy website or call the Consulate).

▶ **INVOICES** ◀

1.	Original invoice and copy	0,00 €	to	3.797,00 €	127,00 € each
2.	Original invoice and copy	3.797,01 €	to	25.316,00 €	253,00 € each
3.	Original invoice and copy	25.316,01 €	to	63.291,00 €	633,00 € each
4.	Original invoice and copy	63.291,01 €	to	253.165,00 €	1.266,00 € each
5.	Original invoice and copy	253.165,01 €	to	invoice amount	X 0,006 €

- For invoice amounts in **US dollars**, please contact the consular department.
- For commercial invoices over €253,165.01, please round up the cent amounts.
- Note: The same fees apply for the certification of copies as for originals.
- Due to the considerable effort involved in refunding or transferring overpaid legalization fees, we request that **ONLY** the applicable fee be paid.