

FRA – 013 Applications for Translations

Sri Lankan nationals residing in France and other concurrently accredited countries which include Spain, Portugal, Monaco and Andorra.

Where to apply: forward your application to the following office.

Respective Country		Office and Contact details
France Spain Portugal Monaco Andorra	Visiting Address } Mailing Address } General Contacts } Email : Website: Consular hours:	Embassy of Sri Lanka in France 16 Rue Spontini, 75016 Paris Tel: 0033 155 73 31 31 Fax: 0033 155 73 18 79 Consular@srilankaembassy.fr http://www.srilankaembassy.fr Monday to Friday (Except public Holidays) Receiving applications: 9.00 a.m. to 1.00 p.m. Issuance of documents: 3.00 p.m. to 5.00 p.m.

The certificates (Birth certificate, Marriage certificate, Death Certificate, Result of Search) issued in Sri Lanka will be translated from Sinhala, Tamil or English into French on request made by the applicant.

Applicants are required to submit original Sri Lankan certificates authenticated by the consular division of Ministry of Foreign Relations, Sri Lanka within one-year period.

The Embassy doesn't translate French Documents. We do translate French Police Clearance certificate and Naturalization certificate on Dual Citizenship purpose only.

Please make an appointment with the consular section in advance.

Required documents:

- 1. Birth certificate/Marriage certificate/Death Certificate which is legalized from the Ministry of Foreign Relations in Sri Lanka within 01-year period.**
 - 123 Form (Applicant's details)
 - The Document to be translated
 - Government fee €25
- 2. French Police Clearance certificate and French Naturalization Certificate (for Dual citizenship purpose only) Translating it into French to English.**
 - 123 Form (Applicant's details)
 - The Document to be translated
 - Government fee €25

➤ Translation of the document first 100 words 25€ thereafter for every 25 words 4€.

Payment methods:	If the applicant physically visits the Embassy, he/she can pay by cash. Note: Crédit/Debit cards and personal or company cheques will not be accepted.
Special note:	Applicant must declare his or her nationality status when seeking an appointment for advice on the proper procedure to be followed. The Consular officer or Receptionist will advise on the applicant accordingly. Incomplete applications and missing documents may result in delays. Translations will not be accepted as originals. All photocopies must be on A4 size paper. Embassy of Sri Lanka Paris will not take any responsibility for documents lost or delayed in the post. If required courier services should be arranged by the applicant. Money will not be refunded after issuance of receipt. Personal and company cheques are not acceptable.