

FRA – 016 Applications for Legalization of documents

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.

Legalization of documents issued by the Sri Lankan Government and the French Government.

Applicants are required to submit original Sri Lankan documents authenticated by the consular division of Ministry of Foreign Relations, Sri Lanka within one-year period and the original French documents authenticated by The French Foreign Ministry in France. The documents which are not authenticated by The Ministry of Foreign Relations, Sri Lanka and The French Foreign Ministry in France will not be accepted for above purposes.

Please make an appointment with the consular section in advance.

Required documents:

01. Sri Lankan documents (Birth Certificate, Marriage Certificate, Divorce Certificate etc..) which is legalized by the consular division of Ministry of Foreign Relations, Sri Lanka within one-year period.

- 123 Form (Applicant's details)
- The Original Sri Lankan document
- Government fee €25 per legalization.

02. French Export Document, which is legalized by the Ministry of Foreign Affairs in France.

- 123 Form (Applicant's details)
- The Original Export document
- Government fee €37 per legalization.

03. French documents (French Birth, French medical certificate etc...), which is legalized by the Ministry of Foreign Affairs in France.

- 123 Form (Applicant's details)
- The French Original document
- Government fee €28 per legalization.

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:	<p>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.</p>