

## FRA – 014 Applications for Certification and Authentication 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  <a href="mailto:Consular@srilankaembassy.fr">Consular@srilankaembassy.fr</a>  <a href="http://www.srilankaembassy.fr">http://www.srilankaembassy.fr</a>  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.

Certifying the Signature of power of attorney, Affidavit, Documents to be counter signed and Consent letters

Sri Lankans and Sri Lankan dual citizenship holders with valid Sri Lankan passport and valid immigrant visa are eligible to sign a Power of Attorney, Affidavit, Documents to be counter signed and Consent letter in front of a consular officer in the Embassy of Sri Lanka Paris, France.

Required documents:

### 1. Countersign and Affidavit

- Form 123 (Applicant's details)
- The document on which the applicant wants her/his Signature to be certified
- Original Sri Lankan valid passport and a photocopy
- Original Immigrant valid visa and a photocopy
- If the applicant is a dual holder, Original Dual Certificate and the Foreign Passport or the Sri Lankan passport which has mentioned that applicant is a dual nationality holder with a photocopy
- Government fee €40 per document.

## 2. Power of attorney

- Form 123 (Applicant's details)
- The Power of attorney document on which the applicant wants her/his Signature to be certified (in legal format)
- Original Sri Lankan valid passport of the applicant and a photocopy
- Original Immigrant valid visa of the applicant and a photocopy
- If the applicant is a dual holder, Original Dual Certificate and the Foreign Passport or the Sri Lankan passport which has mentioned that applicant is a dual nationality holder with a photocopy
- two witnesses who are holding immigrant visa or dual nationality and their original immigrant valid visa/Dual Certificate and photocopies (Sri Lankan Passport if available)
- Government fee €40 per document. (applicants should have clear instructions from their lawyers in Sri Lanka on the number of copies required as each document is charged separately)

## 3. Consent letter

- Form 123 (Applicant's details)
- Consent letter form
- Birth Certificate of the Child and a photocopy
- Mother/Father's Original Passport, the visa and the photocopy
- Government fee €40 per document.

- Certifying the Signature of power of attorney, Affidavit and Documents to be counter signed for the applicants who are Non – Sri Lankans or the Refugee visa holders have to be signed their documents in front of a Notary/Lawyer and must legalize the document in their respective foreign ministry/ department before submitting documents to this embassy for attestation purpose.

<b>Payment methods:</b>	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.
<b>Special note:</b>	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.

