

Checklist for

Civil attestation of German documents

Note : Take a printout of this checklist form and tick the documents enclosed in your application, put your name, signature and date at the bottom

1. Printed copy of the duly filled request form.	☐
2. Self-attested photocopy of the passport of the applicant (personal information pages).	☐
3. Self-attested City Registration Certificate (Meldebescheinigung) of your current German address is mandatory for all types of document processing.	☐
4. Self-attested photocopy of valid German Visa / Aufenthaltstitel (Residence Permit)/Personal Ausweis of the applicant.	☐
5. Document(s) that is required to be attested along with a photocopy. The document must be pre-attested local Notary and Landesgericht.	☐
6. Proof of payment of the applicable fee (if made through bank transfer).	☐
7. Enclose Applicant Consent Form.	☐

Name :

Signature :

Date :