



## THE BAHAMAS CONSULATE GENERAL NEW YORK

### Bahamas House

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## POLICY ON ACCEPTING FOREIGN DOCUMENTS FOR PASSPORT APPLICATIONS

### What is an Apostille?

An “apostille” is a form of authentication issued to documents for use in countries that participate in the Hague Convention of 1961. A list of countries that accept apostilles is provided by the US State Department.

If the country of intended use does not participate in the **Hague Convention**, documents being sent to that country can be “authenticated” or “certified”.

The Office of the Secretary of State provides apostille and authentication service to U.S. citizens and foreign nationals on documents that will be used overseas. Types of documents include corporate documents such as company bylaws and articles of incorporation, power of attorney, diplomas, transcripts. Letters relating to degrees, marital status, references and job certifications, home studies, deeds of assignments, distribution of agreements, papers for adoption purposes, etc. The U.S. State Department provides general information about document authentications and apostilles under the Hague Convention of 1961.

The Ministry of Foreign Affairs Passport Office has advised that Non-Bahamian Documents such as birth certificates and marriage certificates presented to the Bahamian Consulate Generals or overseas Missions cannot be accepted without first being authenticated, either by a notary followed by a county Clerk; or by an Apostille from the Department of State or from the country in which it was issued.

In the US, the Offices of the Department of State within the jurisdiction of all ten [10] States within the Consulate’s General diaspora has full responsibility for this procedure.

In this regard the Consulate General will not accept any foreign documents that are not notarized and/or without proper authentication.