



**State of Rhode Island
Department of State - Business Services Division**

148 West River Street, Providence, Rhode Island 02904-2615

Phone: (401) 222-3040 | Email: corporations@sos.ri.gov | Website: www.sos.ri.gov

Apostille/Legalization Order Form

DOCUMENT INFORMATION

An Apostille cannot be issued for use within the United States of America or its territories.

Country where the document will be used:

Number of documents to be apostilled/legalized:

CONTACT INFORMATION

All sections must be completed. This information will be used to contact you with questions about your order.

Name:

Phone Number:

Email:

MAILING INFORMATION

Completed documents will be mailed to the address listed below.

Name:

Address:

City:

State:

Zip:

Country:

By default, all orders are returned by USPS first class mail. If you would like expedited delivery or are requesting that your documents be mailed internationally, you must enclose a pre-paid shipping label from an international carrier such as DHL, FedEx, or UPS.

Please note we can only accept pre-paid shipping labels. You may not submit a label that asks the carrier to bill you later or include your credit card information on the label.

Fee:

\$5.00 per Apostille/Legalization

(Make checks payable to RI Department of State. Do not send cash.)

What to include:

- Apostille/Legalization Order Form
- Documents to be Apostilled/Legalized
- Check or Money Order
- Self-addressed stamped envelope *(not required but will expedite the mailing process)*