



Invoice

APOSTILLE

Aaron Notary Appointment Services, Inc. Apostille's Fees:

Includes: State's Fees, Aaron Notary Service's Fees + Return Shipping's Fees

- First Apostille Document (QTY) 1 \$120
• For EACH Additional Apostilled Document (QTY) x \$50

+ PLUS RETURN SHIPPING COST

Additional Return Shipping Cost:

Please select the type of shipping to return your Apostilled Documents

- UPS Overnight Shipping within the State of Florida \$65
• UPS Ground Shipping within the State of Florida \$20

Prince upon request for International Return Shipping

TOTAL AMOUNT ENCLOSED: \$

Processing time varies dependent upon the volume of work received and the resources available at the Secretary of State. Please allow 10-20 business days for processing.

Please send the original documents that you would like to have Apostilled, along with the completed form, invoice and payment.

Make your check or money order payable to Aaron Notary Appointment Services, Inc. Mail to:

Aaron Notary Appointment Services, Inc.
PO Box 69-3002
Miami, FL 33269-3002

CREDIT CARD CHARGE AUTHORIZATION

I hereby authorize "Aaron Notary Appointment Services, Inc." to charge my VISA/MASTERCARD/AMEX in the amount of \$ for my APOSTILLE.

By signing below, I agree to pay the above amount.

Name on Credit Card Full Address (as listed on your Credit Card bill including Zip Code)

Credit Card # Expiration Date CW2

Authorized Signature Date Signed



**APOSTILLE ORDER FORM**

Please complete the following information:

**PERSONAL INFORMATION:**

Your Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_

Zip/Postal Code: \_\_\_\_\_

Country: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**APOSTILLE INFORMATION**

Country the Apostille is for: \_\_\_\_\_

Document(s) to be Apostilled: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**MAILING INFORMATION**

\_\_\_\_\_ Return the apostilled documents to the above address.

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Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_

Zip/Postal Code: \_\_\_\_\_

Country: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Please send the original documents you need to have Apostilled, along with the completed form, invoice, and payment to:

**Aaron Notary Appointment Services, Inc.**

**P.O. Box 69-3002**

**Miami, FL 33269-3002**



## **APOSTILLE INSTRUCTIONS**

Please send the original documents that you need to have Apostilled, along with the completed form, invoice and payment payable to Aaron Notary Appointment Services, Inc.

Mailing Address: **Aaron Notary Appointment Services, Inc.**  
**P.O. Box 69-3002**  
**Miami, FL 33269-3002**

We highly recommend mailing your documents using Certified Mail with Signature Required. Aaron Notary Appointment Services, Inc. provides Apostille' Service for a fee of \$120 for the first document, \$50 for each additional documents (**return shipping is NOT included**). All Apostilles are return by UPS to you; we have the following options: \$65 UPS Overnight Shipping within State of Florida, \$20 UPS Ground Shipping within State of Florida, please contact us for International Return Shipping quotes.

Aaron Notary-Apostille' Service includes: submitting your documents to be Apostilled, filling out forms, obtaining money orders or cashier checks to pay the Department of State's fees per document and returning your document(s) via UPS Overnight or Ground Shipping to you.

For International Return Shipping, we will provide you with a quote via UPS at your request; Aaron Notary Appointment Services, Inc. will not be responsible for document(s) loss once it reaches the country of destination. Please make sure you provide an accurate shipping address.

The following documents the Secretary of State will Certify or Apostille:

- ❖ Documents notarized or certified as true copies by a Florida Notary Public
- ❖ Birth and Death Certificates bearing the signature of the State Registrar obtained from the Bureau of Vital Statistics in Jacksonville Florida
- ❖ Vehicle Titles certified by the Florida Department of Motor Vehicles
- ❖ Corporation documents bearing the signature of the Secretary of State
- ❖ Documents certified by a Clerk of the Court from a county within Florida
- ❖ Notarized Documents the State Requires a Notarial Certificate to be on the document.

Processing time varies dependent upon the volume of work received and the resources available at the Secretary of State. Please allow 10 -20 business days for processing.

If you have any further questions, please don't hesitate to contact us at (305) 654-8887.

Thank you for using Aaron Notary Appointment Services, Inc. We appreciate your business!