



Apostille

All information in this leaflet is based on the experiences and estimations by the Embassy at the time this leaflet was written. The Embassy cannot guarantee for the completeness and accuracy of the information, especially in regard to changes that may have occurred in the meantime.

1. What is an apostille?

If an official document from one country is presented at an authority in another country, the authority may decide they require proof of authenticity.

If an Irish document is presented at a German authority, this document may require an apostille. This is a form of authentication by a stamp or sticker that is attached to the original document by the competent Irish authority.

The legal basis for this is the *Hague Convention of 5 Oct 1961 Abolishing the Requirement of Legalisation for Foreign Public Documents*, to which Ireland and Germany both acceded. The apostille replaces other forms of authentication like the legalisation.

Vice versa, German documents that are to be used in Ireland may require an apostille from Germany.

2. How to acquire an Irish apostille?

Irish official documents can receive an apostille from the Irish Department of Foreign Affairs and Trade. The regular fee is 40 € per apostille.

Public office in Dublin:

Authentication Section
Ground Floor
Knockmaun House
42-47, Lower Mount Street,
Dublin 2, D02 TN83
Tel: 01 408 2174
Opening hours:
Mon - Fri 9:30 - 12:30 am and 2:30 - 4:00 pm

Public office in Cork:

Consular Services Section
Department of Foreign Affairs and Trade
1A South Mall
Cork, T12 TA46
Tel: 021-4944765; 021-4944766
Opening hours:
Mon - Fri 9:30 am - 1:00 pm and 2:30 - 4:00 pm

You can also apply by post, for which you need to send in the original document by registered post, together with payment, your name, return address, telephone number and the information in which country the apostille is needed (Germany). Please allow 2 weeks and more for replies.

Postal address:

Authentication Section
Consular Division



Department of Foreign Affairs and Trade
80 St. Stephen's Green
Dublin 2, D02 VY53

For detailed information, especially in regards to postal applications, please refer to the website of the Department of Foreign Affairs and Trade:

<https://www.dfa.ie/travel/our-services/authenticating-documents/>

Please note:

— **The German Embassy can NOT be of assistance in acquiring an apostille.**

3. How to acquire a German apostille?

German apostilles can **not** be acquired through the German Embassy. Apostilles need to be requested at the competent authority in Germany directly.

Please contact the German authority which issued the document in question to ask for information on where to obtain the apostille.

In Germany, apostilles for most documents are issued by the 16 Bundesländer (federal states). Each Bundesland has individual regulations about which authority issues apostilles there. Usually, you find information about this on the website of the ministry of justice of the particular Bundesland.