



## Federal Apostille Mail In Submission Cover Sheet

Please include this completed cover sheet with your mailed documents. Incomplete submissions may result in processing delays or rejection by the U.S. Department of State.

Full Name:	
Phone Number:	
Email Address:	
Return Mailing Address:	
Documents Submitted:	
Destination Country:	
Translation Required? (Yes/No):	
NonHague Country Embassy Legalization (Yes/No):	

**Mailing Address:**

Attention: Franchesca Alchanati  
400 8th Street NW, Suite 1104  
Washington, DC 20004

We strongly recommend using a trackable courier service. Federal Apostille Processing is not responsible for delays caused by mail carriers.