

# Notary & Apostille Service

Apostille, Authentication, Embassy Legalization & Translation Services  
by NYNOTARY4U.COM

*Place a separate Service Order Form on each document to be processed.*

Date: \_\_\_\_\_

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

Mailing address: \_\_\_\_\_

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

City/Town, State, Country Zip Code: \_\_\_\_\_

Country (include country code): \_\_\_\_\_

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

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

Type of Document: \_\_\_\_\_

## Type of Service

- Apostille Country \_\_\_\_\_
- Notary Authentication
- Embassy Legalization Country \_\_\_\_\_

## Retrieval Service \*

- Divorce Decree Record \*
- Divorce Certificate Record \*
- Marriage Certificate Record \*
- Court Record \_\_\_\_\_

## Translation Service

Translate from: \_\_\_\_\_ to \_\_\_\_\_

- English    Russian    Spanish    Arabic    Ukraine    Italian

### **INSTRUCTIONS:**

1. Include this cover sheet with order along with the following items
2. \* One (1) original Notarized authorization letter for each different record retrieval requested. Using the appropriate divorce authorization form.
3. Have the appropriate application form (i.e. marriage, divorce) or supply a photo copy of the record you wish to have retrieved.
4. Have a copy of your photo ID (i.e. Passport, Drivers License, or other Government ID).

**Mailing Address:**

**Office:** 409-44<sup>th</sup> Street, Copiague, New York, NY 111726-1009 USA



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