



Legalisation of Lebanese Documents

The legalisation counter is open Monday to Thursday from 1 to 2 o'clock p.m. Please call 04-935000 or write to rk-2000@beir.diplo.de to set up an appointment in advance.

The legalisation counter is closed on Fridays.

You can pick up the legalized documents after 4 to 7 days.

Requirements:

- We need the original document or a true copy if the original is not available.
- The document has to be translated into German. The translation has to be done by either a sworn translator in Germany or by a translator in Lebanon who was appointed by the Embassy (list available upon request).
- The document has to be pre-legalized by the Lebanese authorities: Public documents like birth certificate and extract from personal register are pre-legalized by the Lebanese Ministry of Interior and by the Foreign Ministry; other documents are pre-legalized as follows: religious documents by the highest religious authority and by the Foreign Ministry; school reports and diplomas by the Ministry of Education and the Foreign Ministry; criminal records and notarial certificates by the Ministry of Justice and the Foreign Ministry.

Exception: public documents of Palestinians are only pre-legalized by the Foreign Ministry

- If you send us the documents via mail, please confirm in written that you will pay the legalisation fees.
- **Family extracts** are only accepted if issued with all information (e.g. previous marriages)

Fees

The legalisation fees amount to the equivalent of 20 EUR for public documents and 40 EUR for other documents. They have to be paid in Lebanese currency upon hand over. Please note that the Embassy cannot accept Euros, US-Dollars or cheques. A payment by credit card is possible.

If you send us the documents by mail, you will receive an invoice together with the legalized documents. You can settle the invoice by bank transfer into a German account. There will be an extra fee of 3 EUR for the return.

Please note that the documents can only be accepted for legalisation if all above mentioned requirements are fulfilled.

Special requirements for the legalisation of marriage/divorce certificates:

For the legalisation of marriage or divorce certificates, we need these documents *in addition*:

- Muslim marriage/divorce: the religious marriage/divorce contract with the signatures of bride and groom; Christian marriage: certificate of the congregation where the marriage took place/ religious divorce certificate
- If the marriage/divorce contract was settled in private at not at a religious court, please present a confirmation of the marriage/divorce by the court.
- If husband or wife (or both) were absent from the marriage/divorce, please present the written power for the proxy.
- Current Lebanese family register (not older than six months) that includes the marriage/divorce (with all information recorded)
- If husband or wife (or both) do not live in Lebanon: copies of his/her passport with the entry- and exit-stamps to Lebanon (in order to proof that he/she was present at the wedding/divorce)
- Previous marriages: if husband or wife (or both) were married before, please present the divorce documents (divorce certificate, divorce judgement and divorce confirmation.)

If the above mentioned documents are not presented to us, we have to note on the legalized documents that it was not possible to verify if the marriage is valid in Germany.