

FOR OFFICIAL USE:

Reference No:

Received Date:

Time:

Processed Date:

By:



FORM NO: C3-001

Please Fill in **BLOCK LETTERS**Document **Acceptance: 0900 - 1500 hrs**Document **Issuance: 1000 - 1430 hrs****(Monday - Thursday)** except **Public****Holidays**

**EMBASSY OF THE REPUBLIC OF MALDIVES
ABU DHABI, UNITED ARAB EMIRATES**

REQUEST FOR ATTESTATION / AUTHENTICATION

1- DETAILS OF APPLICANT

1.1 Full Name:	1.2 I.D./Work Permit/Passport No.:
1.3 Office / Company:	1.4 Designation:
1.5 Telephone & Mobile No.:	1.6 Email:

2- DETAILS OF DOCUMENTS:

2.1 Reason for Attestation / Authentication:

2.2 Documents submitted **(Please state no. of documents in the assigned box):**

1:.....	Original ☐	Copy ☐
2:.....	Original ☐	Copy ☐
3:.....	Original ☐	Copy ☐
4:.....	Original ☐	Copy ☐
5:.....	Original ☐	Copy ☐
6:.....	Original ☐	Copy ☐
7:.....	Original ☐	Copy ☐
8:.....	Original ☐	Copy ☐
9:.....	Original ☐	Copy ☐
10:.....	Original ☐	Copy ☐
11:.....	Original ☐	Copy ☐
12:.....	Original ☐	Copy ☐
13:.....	Original ☐	Copy ☐
14:.....	Original ☐	Copy ☐
15:.....	Original ☐	Copy ☐
16:.....	Original ☐	Copy ☐
17:.....	Original ☐	Copy ☐
18:.....	Original ☐	Copy ☐

3- CONTACT PERSON:

3.1 Full Name:	3.2 Designation:
3.3 Office / Company:	3.4 Mobile No:
3.5 Email:	3.6 Telephone No.:

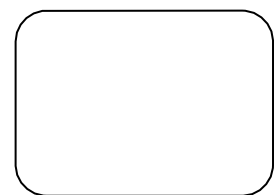
PTO

4- TERMS & CONDITIONS:

- 4.1 The Embassy processes attestation / authentication of documents on condition that it is absolutely required for a specific purpose.
- 4.2 Requests for attestation / authentication must be made via this form.
- 4.3 To facilitate the process, applications must be submitted together with the copies.
- 4.4 Applications are processed within 3 working days of application and authenticated documents will USUALLY BE available the next working day between 0900 hrs – 1500 hrs. Applications which require further verifications MAY TAKE LONGER to process.
- 4.5 The Embassy may endeavour to expedite an application, on condition that the applicant has to travel urgently. In such a case, the applicant must submit a ticket copy with the application.
- 4.6 Excluding the process stipulated in 4.5, the Embassy also has the authority, at its sole discretion, to give priority to expedite cases that require urgency.
- 4.7 The Embassy ONLY attests / authenticates documents that are endorsed / attested / notarized by the relevant Ministry or State Institute of the Maldives, which shall contain an authorized signature together with the designation of the signing official, inclusive of the signing date & time.
- 4.8 Under the General Procedure, the Embassy does not attest / authenticate Original documents. In case there is a need to attest / authenticate an Original document, the applicant must provide an authentic reason in writing by specifically mentioning the requirement.
- 4.9 The Embassy retains the authority, at its sole discretion, to decline any application request for attestation / authentication.

I / We fully understand and accept the Terms & Conditions stipulated above and hereby agree to adhere to those, whilst confirming that the information provided with this request are true.

Name:	Date:
Time:	Signature:



Stamp

FOR OFFICIAL USE:

Collected by:

Name:	ID/Passport No:
Signature:	Phone/Mobile No:
Date:	Issued by: