

# MARITAL STATUS LETTER

- Declaration under oath by the applicant (stating his/her current status, e.g. if divorced/single)
- Certified copy of Divorce Order (if divorced)
- Certified copy of Passport, Birth Certificate and ID card
- Proof of Namibian Citizenship (if born outside Namibia)

## PAYMENT

Fee: Free + Registered mailing fee + Bank charges

Registered mailing fee: 200 SEK (in case the document is sent to applicant by Registered mail)

Bank charges for mailing: 50 SEK (Foreign payments)

If the document is sent to applicant in Sweden by Registered mail, fee to be paid: 200 SEK

If the document is sent to applicant abroad by Registered mail, fee to be paid: 250 SEK

Bank charges are to be paid for foreign payments (Payments made from Bank accounts abroad).

Payment should be made to the Embassy Bank account:

Embassy bankgiro No: 5437-0002 (Domestic payments only)

SEB Swift code: ESSESESS

SEB IBAN No: SE0950 0000 0005 2771 0156 41

SEB Account No: 5277 10 156 41

Name of applicant should be on payment order and indication that payment is for mailing and Bank charges (in case the document is forwarded to applicant by Registered mail).

## MARITAL STATUS LETTER TO BE APOSTILLED

Most countries in the Schengen area require all original documents to be "Apostilled" (authenticated) by the Ministry of Justice. Therefore, applicant should also complete the form: "APPLICATION FOR AUTHENTICATION OF PUBLIC DOCUMENTS FOR USE OUTSIDE THE BORDERS OF NAMIBIA", pay the fee directly to the Bank account of Ministry of Justice and attach the completed form and proof of payment to the request for Marital status letter.

### Charges for the issuance of Apostilles

Fee: N\$ 250.00

Please deposit the required amount for application into the following bank account by way of Electronic Fund Transfer (EFT) payment:

**Account Name: Ministerial Deposit Account/State Account**

**Acc#: 165003**

**Bank: Bank of Namibia**

**Branch Code: 980172**

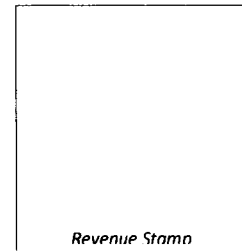
**Swift code: CBKNNANX**

**Reference: MOJ/80/2018/Apostille**

Proof of payment should be attached to the applicant's application form for an apostille.



**REPUBLIC OF NAMIBIA  
REGISTRAR OF THE SUPREME AND HIGH COURT**



*Revenue Stamp*

<b>APPLICATION FOR AUTHENTICATION OF PUBLIC DOCUMENTS FOR USE OUTSIDE THE BORDERS OF NAMIBIA</b>		
<b>1.</b>	<b>Applicant's Information</b>	
	Name	
	Company / Organisation	
	Postal Address	
	Physical Address	
	Telephone Number	
	Email Address	
<b>2.</b>	<b>State of Destination</b>	
<b>3.</b>	<b>Document(s) presented for Authentication</b>	
<b>4.</b>	<b>Fees</b>	
	<i>N\$50 per document, payable by affixing Revenue Stamps to this application</i>	
<b>5.</b>	<b>Delivery Details</b>	
	Pick up in person	I have enclosed a prepaid carrier label
	Send with registered mail to postal address provided herein before	I have enclosed a pre-paid envelope
<b>6.</b>	<b>Signature of Applicant</b>	
	Application Date:	Signature:
<b>7.</b>	<b>Disposal Entry</b>	
	Collected by	Signature of person collecting authenticated document / Waybill Number
	Date of collection / registered mail / courier pick up	

**KINDLY TAKE NOTE:**

*The Registrar will only accept applications on  
Notarial Acts and Court Process*

*Apostilles: 4 Working Days  
Legislation: 12 Working Days*