



**Texas Rush
Apostille &
Authentication
Order Form**

Mail your documents and a prepaid return shipping label to:
Apostille Texas
108 Wild Basin Road S, Ste 250
Austin, TX 78746
512-967-4900
support@apostilletexas.org
www.apostilletexas.org
www.youtube.com/apostilletexas

Primary Contact Information:

Name: _____ Email: _____
Phone: _____-_____-____ Country: _____

Texas Rush Apostille & Authentication Services		Quantity	Rate	Amount
	\$95 same day service first document. We must receive your documents by noon CST.			
	\$65 for each additional document filed at the same time as the first one. Only applies if you need more than one document apostilled or authenticated.			
			Grand Total	

*All TXSOS government filing fees are included in the pricing.
**You must mail or drop off ORIGINAL documents to us NO COPIES or they'll be rejected by the TXSOS.

Country Your Documents Are To Be Apostilled or Authenticated For:	Total Number Of Documents:	Description Of Your Documents:

(The country you put here cannot be the U.S & you can only pick one country per document)

Payment Method: (Please Check One)

To pay us by PayPal, email payment to: support@apostilletexas.org

How to find your security code:



The security code is on the back of Master card, VISA, and Discover Network cards.



The security code is on the front of American Express cards.

Credit Card Information:

CARDHOLDER NAME: _____ SECURITY CODE: _____ CVV

CARD NUMBER: - - -
 XXXX - XXXX - XXXX - XXXX

EXPIRATION DATE: /
 MM YYYY

Visa, MasterCard, and Discover: On the back of the card in the top right corner of the signature box. Enter the 3 digit number following the credit card number. American Express: On the front of the card, enter the 4 digit number on the right directly above the credit card number.

Total Amount To Be Charged:	\$	Cardholder Signature:	_____	_____	_____
		MM DD YY			

*Prices do not include the return shipping of your documents. You must email or mail us a prepaid return UPS/FedEx shipping label or envelope.
**Please note that the Texas Secretary of State websites states, "Originals and/or certified copies submitted for authentication must have been issued within the PAST FIVE YEARS." This means if your Texas birth certificate, death certificate, marriage license, or divorce decree was issued more than five years ago it could be rejected unless you order a new certified copy from the Texas county of where the recordable document was issued from or from Texas Vital Records.

↓ Check This Out ... ↓

Below is the exact verbiage that a Texas notary public must write (the notary can choose to write out the Jurat or the Acknowledgement not both) on any non-recordable document that you want to submit to the Texas Secretary of State to be apostilled or authenticated.

Non-recordable documents are wills, trusts, power of attorneys, bill of sales, shipping logs, lease agreements, affidavits, letters, statements, travel documents, medical records, adoption, paperwork, brochures, pamphlets, surveys, proposals, bids, manuals, certifications, licenses, contracts, and college or high school diplomas, degrees, transcripts, report cards, and attendance records.

The Texas notary can also place the Jurat or Acknowledgement verbiage and notarization on a separate piece of paper that they can attach to your documents. Or they can do the notarization on the backside of the document if the document is not double-sided and there is no room to do so on the front side.

If this verbiage (Jurat or Acknowledgment) is not on your non-recordable document it will be rejected by the Texas Secretary of State's office. You'll have to make the correction to the documents than pay us a second time to reattempt to apostille your document for you.

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Jurat:

State of Texas
County of _____

Sworn to and subscribed before me on the ____ day of _____ (month)
_____ (year), by _____ (name of signer).

Texas notary public signature

Seal

Or

Acknowledgement:

State of Texas
County of _____

Before me, _____ (notary public name), on this day personally appeared _____ (name of signer), known to me or proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same of the purposes and consideration therein expressed.

Given under my hand and seal of office this ____ day of _____ (month), and _____ (year).

Texas notary public signature

Seal

The Texas notary must also **include the date** of when they witnessed the person signing the document **within the Jurat or acknowledgement area**, the **entire Jurat or acknowledgement verbiage must be in English** (the rest of the document can be in another language for state not federal level apostille and authentication filings), and the signature of the document holder or company employee on the document or certified photocopy **cannot be an autopen or a copy of a signature** it must be an **original signature**.

A Secretary of State official will conduct a smudge test where they literally wet there finger and rub the signature to see if it smudges or not (we've seen this done firsthand many times).

They'll reject the document if the signature doesn't smudge at all and they'll also use a jeweler magnifying glass to check to see if the signature is in fact an original or a photocopy or autopen. They don't mess around!

Below you will see the notary acknowledgement area on a document that was mailed to us to file but it got rejected (also you'll see a snippet of the official rejection letter from the state that we always obtain and email to our clients) by the Texas Secretary of State because there was three different notary errors on the document.

Any one of the three notary errors would've gotten this document automatically rejected by the State of Texas.

As you can see the notary didn't include the date anywhere within the notarial acknowledgement/Jurat area, the notary didn't include all of the required Jurat or Acknowledgement verbiage such as the **State of and County of** and **the before me or sworn to statements** and the incomplete notary verbiage they did use **was not 100% in English**.

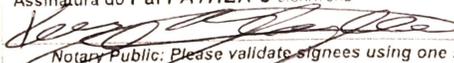
5 - RECONHECIMENTO NOTARIAL E CONSULAR NOTARY'S CERTIFICATION

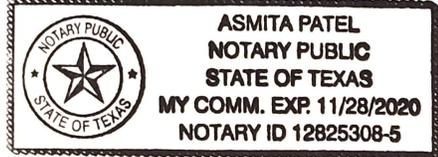
ATENÇÃO: O(s) genitor(es) que NÃO acompanha(m) o menor deve(m) assinar e reconhecer sua(s) assinatura(s) perante o Notário Público.
 ATTENTION: PARENT(S) NOT TRAVELLING WITH THE MINOR MUST SIGN AND HAVE THE SIGNATURE(S) NOTARIZED

Local PLACE	Dia DAY	Mês MONTH	Ano YEAR	Local PLACE	Dia DAY	Mês MONTH	Ano YEAR
Georgetown, TX	4	5	2020				

Assinatura do Pai FATHER'S SIGNATURE
 Assinatura da Mãe MOTHER'S SIGNATURE

Notary Public: Please validate signees using one stamp per signature. Please sign and indicate your State and Comm. Expiration.





Authentications Unit
 P.O. Box 13550
 Austin, Texas 78711-3550



Phone: 512-463-5705
 Fax: 512-463-5255
 Dial 7-1-1 For Relay Services
www.sos.state.tx.us

Ruth R. Hughes
 Secretary of State

5/6/2020

To Whom It May Concern

RE: Request for Authentication – Notice of Deficiency

Our office is in receipt of your document(s). We are unable to process your document(s) and are returning same to you for the following reasons:

A notarial acknowledgment, jurat or other certificate was not provided – see attached examples. The notarization date needs to be within the acknowledgment area, not part of the body of the document. The notarial acknowledgment must be in English. (Please note: each document must have its own notarial acknowledgment.)