



## **LEGALIZATION PROCEDURES**

**The consular section reserves the right to refuse the legalization of any document based on Saudi government rules and regulations**

### **EXPORT DOCUMENTS (COMMERCIAL SHIPMENTS ONLY)**

- Documents that are related to goods being shipped to Saudi Arabia are required to be attested by a local Canadian chamber of commerce or board of trade. This office only legalizes documents pertaining to the Kingdom of Saudi Arabia.
- An export information sheet, E.I.S.,(form provided) must be completed fully and accurately, signed and stamped by the company preparing the form.
- Documents that are required for any shipment to Saudi Arabia are not determined by the consular section, however every set of commercial documents for authentication must include at least a commercial invoice and a certificate of origin.
- Covering letter revealing the nature of the documents and requesting the authentication.
- Authentication of documents of all commercial shipments are free of charge.
- Documents that are required to be authenticated must be arranged and labeled.
- Copies of all documents are required for the consular section and must be presented attached to the completed EIS.
- Agency processing fee \$125.00CAD (cash or money order)

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