Print Form

Lieutenant Governor's Office

Utah State Capitol Complex
Suite 270
P.O. Box 142325
Salt Lake City, UT 84114

Website: http://notary.utah.gov
Email: authentications@utah.gov
Phone: (801) 538-1041

AUTHENTICATION DOCUMENT REQUEST FORM

☐ AM ☐ PM

Date received _____ Time Received _____ Quantity of documents _____ Country documents will be used in _____

Name _____ Daytime phone number with area code _____

Address _____ City / State / Zip Code _____

☐ Check (Make payable to State of Utah) ☐ Mastercard ☐ VISA ☐ Cash

☐ Please mail documents to me by regular mail

☐ Please notify me for pick-up

☐ Same day service (additional $50 per document)

☐ Next business day (additional $25 per document)

*****Please note: Preparation of your approved documents may take up to ten working days. INCORRECT or IMPROPERLY completed documents could delay your document's processing time.**

For Mailing Only ⇩

VISA OR MASTERCARD NUMBER _____ 3 DIGIT _____ EXPIRATION _____ NAME AS APPEARS ON THE CARD _____ AUTHORIZATION SIGNATURE _____

For Office Use Only

___Apostille
o
r
___Certification

___Notary
___Birth Cert
___Death Cert
___Court Clerk
___County Clerk
___Marriage License
___County Recorder
___Transcript
___Divorce

Dollar Amount due $_____

Date Picked up/ mailed __/___/___

Date Paid ___/___/___

Receipt #_____

NOTES:_____