

# OFFICE OF THE LIEUTENANT GOVERNOR

Utah State Capitol, Suite 220  
PO Box 142325  
Salt Lake City, UT 84114

Website: <http://lg.utah.gov>  
Phone: (801) 538-1041

## DOCUMENT AUTHENTICATION REQUEST FORM BY MAIL

\_\_\_\_\_  
# of documents

\_\_\_\_\_  
Country or consulate documents  
will be used in

**NOTE: For quicker processing, please  
enclose a self-addressed, stamped envelope.**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Daytime telephone number with area code

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip Code

**The fee for a Normal Service Process is \$10 per document, which takes between 3 to 5 working days.**

**\*\*\* IF YOU WOULD LIKE EXPEDITED SERVICE BY MAIL CALL OUR OFFICE  
AT (801)538-1041 THE DAY YOU EXPECT YOUR DOCUMENTS TO ARRIVE!\*\*\***

The fee for same day service is \$60 *per* document.

The fee for next day service is \$35 *per* document.

\*Acceptable forms of payment by mail are: Check (made payable to State of Utah), VISA, or Mastercard

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VISA OR MASTERCARD NUMBER

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3 DIGIT  
CARD CODE

\_\_\_\_\_  
EXPIRATION

\_\_\_\_\_  
NAME AS IT APPEARS ON THE CARD

\_\_\_\_\_  
AUTHORIZATION SIGNATURE

### For Office Use Only

- \_\_\_ Apostille
- \_\_\_ Notary
- \_\_\_ Birth Cert
- \_\_\_ Death Cert
- \_\_\_ Court Clerk
- \_\_\_ County Clerk
- \_\_\_ Marriage License
- \_\_\_ County Recorder
- \_\_\_ Transcript
- \_\_\_ Divorce
- \_\_\_ BCI

\_\_\_\_\_  
Date Received

Dollar Amount due \$ \_\_\_\_\_

Date Picked up/ mailed \_\_\_/\_\_\_/\_\_\_

Date Paid \_\_\_/\_\_\_/\_\_\_

Receipt # \_\_\_\_\_

NOTES: \_\_\_\_\_

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