

# Senior Courts of Belize — Apostille Notice

## What is an Apostille?

An apostille is a certificate that authenticates the signature on a document so it can be recognised in countries that accept apostilled documents. It does not validate the document's content—only the genuineness of the signature and the capacity of the signer.

## Eligible Documents

- Public documents issued in Belize (e.g., civil registry extracts, court documents, government certifications).
- Notarised documents executed in Belize before a Belize Notary Public.
- Records originating in Belize, including official certifications by Belizean authorities.

**Note:** Documents must originate in Belize or have been notarised in Belize. Materials created, executed or issued outside Belize are not eligible for apostille by the Senior Courts.

## Fee

**BZ\$50.00 per document** (each document that requires an apostille is charged separately).

## Processing Time

Processing will be completed **within 24 hours** of receipt of complete documentation and payment, on business days.

## How to Apply

1. Prepare your documents: Ensure they are Belize-origin public documents or notarised in Belize. Bring the original.
2. Submit & pay: Lodge documents at the Office of the Registrar, Senior Courts of Belize, and pay BZ\$50.00 per document.
3. Collection: You will be advised when the apostilled document is ready (typically within 24 hours).

## Special Requirements for Educational Documents

1. First, obtain authentication of the educational record (e.g., transcript, diploma, degree certificate) from the Ministry of Education (Belmopan).
2. Present the document at the Ministry of Foreign Affairs for authentication of signature obtained from the Ministry of Education.

3. After the above authentications have been obtained, lodge the document at the Office of the Registrar, Senior Courts of Belize.

**Important:** Educational documents from schools that are not resident in Belize cannot be apostilled.

**Registrar, High Court**

#1 Treasury Lane, Belize City, Belize

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*This notice is provided for public guidance. Requirements and fees are subject to change without prior notice.*