

Authentication Offices in the U.S.A.

The information below is subject to change. Please check with your state office for updated information.

Alabama

Office of the Secretary of State

Authentication Section

State Capitol, Room E-204

600 Dexter Ave.

Montgomery, AL 36104

334-242-7210

Fee: \$5.00

Designated Authority: Secretary of State.

Alaska

Notary Administrator

Office of the Lieutenant Governor

P.O. Box 110015

Juneau, AK 99811- 0015

907-465-3509

Fee: \$2.00

Designated Authority: Lieutenant Governor; Attorney General; Clerk of the Supreme Court.

Arizona

Office of the Secretary of State

Business Services Division, Notary Section

1700 W. Washington, 7th Floor

Phoenix, AZ 85007-2888

602 542-4086/ 602 542-4758

Fee: \$3.00

Designated Authority: Secretary of State; Assistant Secretary of State.

Arkansas

Office of Secretary of State

Corporations Division

State Capitol

Little Rock, AR 72201-1094

501-682-3409

Fee: \$10.00

Designated Authority: Secretary of State; Chief Deputy Secretary of State.

California

Office of the Secretary of State
Business Programs Division
Notary Public Section
P.O. Box 942877
Sacramento, CA 94277-0001
916-653-3595

Fee: \$20.00 by mail; \$26.00 while you wait.

Designated Authority: Secretary of State; any Assistant Secretary of State; any Deputy Secretary of State.

Colorado

Office of Secretary of State
1560 Broadway, Suite 200
Denver, CO 80202
303-894-2680

Fee: \$2.00 by mail; \$17.00 while you wait.

Designated Authority: Secretary of State; Deputy Secretary of State.

Connecticut

Office of the Secretary of State
Authentication Unit
30 Trinity St.
Hartford, CT 06106
860-509-6135

Fee: \$20.00

Designated Authority: Secretary of State; Deputy Secretary of State.

Delaware

Office of Secretary of State
Notary Division
401 Federal St., Suite 3
Dover, DE 19901
302- 302/739-4111

Fee: \$10.00

Designated Authority: Secretary of State; Acting Secretary of State.



District of Columbia

Office of the Secretary, D.C.
Notary Commissions & Authentications Section
441 4th St. N.W. (One Judiciary Square)
Washington, D.C.
202-727-3117

Fee: \$10.00

Designated Authority: Executive Secretary; Assistant Executive Secretary; Mayor's Special Assistant and Assistant to the Executive Secretary; Secretary of the District of Columbia.

Florida

Department of State
Office of International Affairs
Notary Certification/Apostille Section
The Capitol Building
Suite 1902
Tallahassee, FL 32399-0250
804-488-7521

Fee: \$10.00

Designated Authority: Secretary of State.

Georgia

Georgia Superior Court Clerks' Cooperative Authority
Notary Division
1875 Century Boulevard, Suite 100
Atlanta, GA 30345
404-327-6023

Office of Secretary of State
Administrative Procedures Unit
2 Martin Luther King Jr. Drive
West Tower , Suite 820
Atlanta, Georgia 30334
404-656-2885

Fee: \$3.00

Designated Authority: Secretary of State; Georgia Superior Court Clerks' Cooperative Authority.



Hawaii

Office of the Lieutenant Governor
State Capitol, 5th Floor
Honolulu, Hawaii 96813
808-586-0255

Fee: \$1.00

Designated Authority: Lieutenant Governor of the State of Hawaii.

Idaho

Office of Secretary of State
Notary Department
Box 83720
Boise, ID 83720
208- 332-2810

Fee: \$10.00

Designated Authority: Secretary of State; Chief Deputy Secretary of State; Deputy Secretary of State;
Notary Public Clerk.

Illinois

Office of the Secretary of State
Index Department, Notaries Public Division
111 E. Monroe St.
Springfield, IL 62756
217- 217-782-7017

Fee: \$2.00

Designated Authority: Secretary of State; Assistant Secretary of State; Deputy Secretary of State.

Indiana

Office of Secretary of State
Statehouse, Suite 201
Indianapolis, IN 46204
317-232-6532

Fee: \$0.00

Designated Authority: Secretary of State; Deputy Secretary of State.



Iowa

Office of Secretary of State
Lucas Building
1st Floor, Public Service
Des Moines, IA 50319
515-281-5204

Fee: \$5.00

Designated Authority: Secretary of State; Deputy Secretary of State.

Kansas

Office of Secretary of State
State Capitol, 2nd Floor
Topeka, KS 66612
913-296-2744

Fee: \$5.00

Designated Authority: Secretary of State; Assistant Secretary of State; any Deputy Assistant Secretary of State.

Kentucky

Office of Secretary of State
Capitol Building
P.O. Box 718
Frankfort, KY 40602-0178
502-564-7330

Fee: \$5.00

Designated Authority: Secretary of State; Assistant Secretary of State.

Louisiana

Office of Secretary of State
P.O. Box 94125
Baton Rouge, LA 70804-9125
504-342-4981

Fee: \$5.00

Designated Authority: Secretary of State.



Maine

Office of Secretary of State
Bureau of Corporations
Elections and Commissions
101 State House Station
Augusta, ME 04333-0101
207-624-7650

Fee: \$10.00

Designated Authority: Secretary of State; Deputy Secretary of State.

Maryland

Office of Secretary of State
Statehouse
Annapolis, MD 21401
410-974-5520

Fee: \$5.00

Designated Authority: Secretary of State.

Massachusetts

Secretary of the Commonwealth
Public Records Division
Commissions Section
McCormack Building, Room 1719
One Ashburton Place
Boston, MA 02108
617-727-2832

Fee: \$6.00

Michigan

Department of State
Office of the Great Seal
7064 Crowser Boulevard
Lansing, MI 48918
517-373-2531

Fee: \$1.00

Designated Authority: Secretary of State; Deputy Secretary of State.



Minnesota

Secretary of State's Office
180 State Office Bldg.
St. Paul, MN 55155
651-296-2803

Fee: \$5.00

Designated Authority: Secretary of State; Deputy Secretary of State.

Mississippi

Office of Secretary of State
P.O. Box 136
Jackson, MS 39205-0136
601-359-1615

Fee: \$5.00

Designated Authority: Secretary of State; any Assistant Secretary of State.

Missouri

Office of Secretary of State
Commission Division
600 West Main, Room 367
Jefferson City, MO 65102
573-751-2783

Fee: \$10.00

Designated Authority: Secretary of State; Deputy Secretary of State.

Montana

Office of the Secretary of State
Notary/Certification Division
State Capitol, Room 260
P.O. Box 202801
Helena, MT 59620-2801

****UPS-FedEx-DHL- etc. address: 1236 E. 6th Ave., Helena, MT 59620****

406-444-1877 (Tuesdays - Thursdays only)

Fee: \$10.00

Designated Authority: Secretary of State; any Deputy Secretary of State.



Nebraska

Office of Secretary of State
Notary Division, Box 95104
State Capitol
Lincoln, NE 68509
402-471-2558

Fee: \$10.00

Designated Authority: Secretary of State; Deputy Secretary of State.

Nevada

Secretary of State
101 N. Carson Street, #3
Carson City, NV 89701-4786
775-684-5708

Fee: \$20.00

Designated Authority: Secretary of State; Chief Deputy Secretary of State; Deputy Secretary of State.

New Hampshire

Office of Secretary of State
Statehouse, Room 204
Concord, NH 03301
603-271-3242

Fee: \$5.00

Designated Authority: Secretary of State; Deputy Secretary of State.

New Jersey

Department of State
Notary Public Unit
Division of Commercial Recording
P.O. Box 452
Trenton, NJ 08625
609-530-6421

Fee: \$25.00 regular service; \$35.00 expedited service.

Designated Authority: NJ Department of the Treasury, Division of Revenue.



New Mexico

Office of the Secretary of State
State Capitol North Annex, Suite 300
Santa Fe, NM 87503
505-827-3600

Fee: \$3.00

Designated Authority: Secretary of State.

New York

Upstate Counties
Miscellaneous Records
162 Washington Ave.
Albany, NY 12231
518-474-4770

Fee: \$10.00

Designated Authority: Secretary of State; Executive Deputy Secretary of State; any Deputy Secretary of State; any Special Deputy Secretary of State.

****New York authorities in Albany advise that documents issued in the nine down state counties are authenticated under the Convention by the New York City office. The nine down state counties are New York, Kings, Queens, Bronx, Westchester, Nassau, Suffolk, Rockland and Richmond.*

Down State Counties
New York Department of State Certification Unit
270 Broadway, Floor 6
New York, New York 10007
212-417-5684.

Fee: \$10.00

North Carolina

Office of Secretary of State
Authentication Division
P.O. Box 29622
Raleigh, NC 27626-0622
919-807-2140

Fee: \$10.00

Designated Authority: Secretary of State; Deputy Secretary of State.

North Dakota

Office of Secretary of State
Capitol Building
600 E. Boulevard Ave., Dept. 108
Bismarck, ND 58505
701-328-2900

Fee: \$10.00

Designated Authority: Secretary of State; Deputy Secretary of State.

Ohio

Office of the Secretary of State
30 East Broad St., 15th Floor
Columbus, OH 43266-0418
877-767-6446

Fee: \$5.00

Designated Authority: Secretary of State; Assistant Secretary of State.

Oklahoma

Office of Secretary of State
2300 N. Lincoln, Room 101
Oklahoma City, OK 73105
405-521-4211

Fee: \$25.00

Designated Authority: Secretary of State; Assistant Secretary of State; Budget Officer of the Secretary of State.

Oregon

Office of Secretary of State
255 Capitol St., Suite 151
Salem, OR 97310
503-986-2200.

Fee: \$10.00

Designated Authority: Secretary of State; Deputy Secretary of State; Acting Secretary of State; Assistant to the Secretary of State.



Pennsylvania

Department of State
Bureau of Commissions
Elections and Legislation
North Office Building, Room 210
Harrisburg, PA 17120
717-787-5280

Fee: \$15.00

Designated Authority: Secretary of the Commonwealth; Executive Deputy Secretary of the Commonwealth.

Rhode Island

Office of Secretary of State
Notary Division
100 N. Main St.
Providence, RI 02903
401-277-1487

Fee: \$5.00

Designated Authority: Secretary of State; First Deputy Secretary of State; Deputy Secretary of State.

South Carolina

Office of Secretary of State
P.O. Box 11350
Columbia, SC 29211
803-734-2119

Fee: \$2.00

Designated Authority: Secretary of State.

South Dakota

Office of Secretary of State
500 East Capitol
Pierre, SD 57501-5077
605-773-5004

Fee: \$2.00

Designated Authority: Secretary of State; Deputy Secretary of State.



Tennessee

Office of Secretary of State
James K. Polk Building
Division of Business Services
312 Eighth Avenue North
6th Floor, William R. Snodgrass Tower
Nashville, TN 37243
615-741-3699

Fee: \$2.00

Designated Authority: Secretary of State.

Texas

Office of Secretary of State
P.O. Box 12079
Austin, TX 78711
512-463-5705

Fee: \$10.00

Designated Authority: Secretary of State; Assistant Secretary of State.

Utah

Office of the Lieutenant Governor
210 State Capitol
Salt Lake City, UT 84145-8414
801-538-1040

Fee: \$10.00

Designated Authority: Lieutenant Governor; Deputy Lieutenant Governor; Administrative Assistant.

Vermont

Office of Secretary of State
109 State St.
Montpelier, VT 05609-1103
802-828-2308

Fee: \$2.00

Designated Authority: Secretary of State; Deputy Secretary of State.



Virginia

Office of Secretary of Commonwealth
Authentications Division
830 East Main Street, 14th Floor
Richmond, VA 23219
804-786-2441

Fee: \$10.00

Designated Authority: Secretary of the Commonwealth; Chief Clerk, Office of the Secretary of Commonwealth.

Washington

Office of the Secretary of State
Corporations Division
Apostille and Certificate Program
P.O. Box 40228
Olympia, WA 98504-0228
360-586-2268

Fee: \$15.00

Designated Authority: Secretary of State; Assistant Secretary of State; Director, Department of Licensing.

West Virginia

Office of Secretary of State
Capitol Building
1900 East Kanawha Blvd., #157-K
Charleston, WV 25305-0770
304-558-6000

Fee: \$10.00

Designated Authority: Secretary of State; Under Secretary of State; any Deputy Secretary of State.

Wisconsin

Office of Secretary of State
P.O. Box 7848
Madison, WI 53707-7848
608-266-3159

Fee: \$10.00

Designated Authority: Secretary of State; Assistant Secretary of State.



Wyoming

Office of Secretary of State
The Capitol
Cheyenne, WY 82002-0020
307-777-5342

Fee: \$3.00

Designated Authority: Secretary of State; Deputy Secretary of State.

American Samoa

Office of the Governor
Pago Pago, AS 96799
011-684-633-4116

Designated Authority: Secretary of American Samoa; Attorney General of American Samoa.

Commonwealth of Puerto Rico

Supreme Court of Puerto Rico
Office of Notarial Inspection
P.O. Box 190860
San Juan, PR 00919-0860
787-763-8816

Designated Authority: Supreme Court of Puerto Rico.

Commonwealth of the Northern Mariana Islands

Designated Authority: Attorney General; Acting Attorney General; Clerk of the Court, Commonwealth Trial Court; Deputy Clerk, Commonwealth Trial Court.

Territory of Guam

Office of the Governor
P.O. Box 2950
Agana, GU 96910
011-671-472-1537

Designated Authority: Department of Administration.

U.S. Virgin Islands

****Refer requests to the U.S. Department of State, Authentications Office, 2400 M Street, NW, Washington, DC 20520. 202-647-5002.****