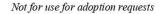
Do I need the Texas Secretary of State apostille form 2102?

Form #2102 Rev. 09/2023

REQUEST FOR OFFICIAL CERTIFICATE OR APOSTILLE





For Texas Secretary of State use only. Please leave blank.

Provide the requested information below to process your Apostille or Certificate request. Please note apostille requests for corporate records must be sent to the Business & Corporations Filings section.

Section 1: Submitter Information:			
Name:			
Mailing Address:			
Street			
City	State	Zip Code	
Phone:	Email Address:		
Section 2: Request Information (Require	ed)		
1. Name of Embassy or Country (where doc	cuments will be presented <u>outside</u> of t	the United States):	
2. Total Number of Documents:	X \$15.00 =	Total Amount Due	
Section 3: Method of Payment (Required	1)		
Check or Money Order #	Payable to the "Texas Secretary of State" Retain a copy of your check for reference.		
Client Account #	Visit our Modernization webpage to create/fund a client account		
Section 4: Document Return Method (Tra	icking is highly suggested)		
☐ Self-Addressed Stamped Envelope			
☐ Self-Addressed Prepaid US Postal Priori	ity or Express Envelope		
Self-Addressed Prepaid carrier label (Fe Retain tracking number information to track the		air bills are accepted.	
Mailing Address	Physical A	ddress (Overnight Mail and Walk-In)	
Office of the Secretary of State Authentications Unit PO Box 13550 Austin, TX 78711-3550	Office of th Authenticat 1019 Brazo Austin, TX	s St	
Payment is not accepted via telephone.	<u>Walk-in Se</u> Monday – 1 (512) 463-5	Friday 9:00 AM to 4:00 PM	
2102	12		

Form 2102

Print

Reset

Form #2103 Rev. 09/2023

Submit to: SECRETARY OF STATE **Authentications Unit** P O Box 13550 Austin, TX 78711-3550 512-463-5705

Document Fee: \$10 (up to \$100 per child)



FOR USE IN PROCEEDINGS RELATING TO THE ADOPTION OF ONE OR MORE CHILDREN

ADOPTION PROCEEDINGS— REQUEST FOR OFFICIAL CERTIFICATE OR APOSTILLE

	Requesting Family		
Name:			
Address:			
	Street City	State Zip	
Phone: _	Email Address:		
	n made a prior authentication request for use in the same adoption proceedings? No If YES, Customer ID Number:		
Number (of Children Adopting: Name(s):		
	e/Embassy/Country Where Document(s) Will Be Presented:		
	For Certified Records		
Type of I	Record:		
	For Notarized Documents		
Name of	Notary:		
	nmission Expires: Number of Certificates/Apostilles Reques	sted:	
	Execution		
I certify the Date:	hat the requested authentication(s) is(are) for use in adoption proceedings for one of	or more children.	
	Signature of Requestor		
	Instructions	Print Res	et

Fee. The fee for an official certificate or apostille for use in a proceeding relating to the adoption of one or more children is \$10 per certificate or apostille up to \$100 per child. Fees may be paid by personal checks, money orders, LegalEase debit cards or American Express, Discover, MasterCard, and Visa credit cards. Checks or money orders must be payable through a U.S. bank or financial institution and made payable to the secretary of state. If paying by credit card, fees are subject to a statutorily authorized convenience fee of 2.7 percent of the total fees, and Form 2101 must also be included.

Instructions

- Multiple Requests. When requesting two or more certificates or apostilles, remit one payment for the total amount. You must complete a separate form for each public official or notary public.
- Materials and Return of Documents. The complete, original, certified record or notarized document to be authenticated must be submitted with this form. If the authentication request concerns a translation, the complete document includes both the notarized translation and the document being translated. The document, fees, and form must be submitted with an appropriately sized self-addressed, postage pre-paid envelope for return of documents.
- Delivery. Materials may be delivered by mail to P.O. Box 13550, Austin, Texas 78711-3550 or by overnight mail to the physical address: Secretary of State, Authentications Unit, 1019 Brazos St., Austin, TX 78701. Walk-in service is also accepted at the physical address Monday - Friday between the hours of 9:00 a.m. -4:00 p.m.

Form 2103

Apostille Form 2103 Secretary of State

Because Apostille Texas will be doing the rush filing of your documents physically in person at the Texas Secretary of State's office in downtown Austin, TX you DON'T complete or mail us the Texas Apostille Form 2102 or Texas Apostille Form 2103 (for foreign adoptions only).

For walk-in services, we have a different state apostille form that only we fill out and give to the state.

All you have to do is complete our **Texas apostille** order form and either email or mail that to us.