



State of Utah
Office of the Lieutenant Governor
Mail-in Document Authentication Form

(801) 538-1041

Website: authentications.utah.gov

Email: authentications@utah.gov

For office use only / Solo para uso de oficina:

Order #: _____

Amount Due \$ _____ Type: _____

Date Received _____

Notes: _____

Important Information

Carefully review information on the website if you have any questions concerning your authentication request.

* Please note the Office of the Lieutenant Governor does not track mail once it has left the office and is not responsible for items lost in the mail. Documents will be sent using USPS First Class postage with NO TRACKING if a prepaid shipping label is not provided.

* Processing time does NOT include shipping. Please allow for extra days for mailing.

Checklist

Please verify all of the following to avoid delays with your request.

- Each section below is completely filled out
- Payment is enclosed
- Document(s) to be authenticated are enclosed
- Documents are organized and stapled in order, if needed.
- *Self-addressed envelope

Section 1: FOREIGN COUNTRY in which the documents will be used:	Number of Documents
Name of Country	

Section 2. Requestor Information			
Requestor's Name (your first name)		Requestor's Last Name (your last name)	
Address	City	State	Zip Code
Phone Number	Email		

Section 3. Service and Pricing (per document)	Delivery Options (please select ONE)
<p>Quantity:</p> <p><input type="checkbox"/> \$5 - Mail-in Paper Authentication (per document with unique official signature)</p> <p><input type="checkbox"/> \$5 - Additional Documents for Same Purpose from Same Public Official (see authentications.utah.gov/frequently-asked-questions/ for more information) *After first document</p>	<p><input type="checkbox"/> Mail to the above address (*NO TRACKING)</p> <p><input type="checkbox"/> Mail in the included self-addressed envelope</p> <p><input type="checkbox"/> Mail using the included prepaid shipping label (FedEx, UPS, etc.)</p> <p><input type="checkbox"/> \$10 International shipping fee without a prepaid envelope (*NO TRACKING)</p>

Section 4. Credit Card Information	
Name on Card	
Expiration Date	CVV Code
Card Number	Authorization Signature