

99014002035002

Pre-authentication of documents of the courts, notaries and judicial authorities for the purpose of legalisation for use abroad

Heruntergeladen am 30.06.2025

<https://fimportal.de/xzufi-services/6000709-99014002035002/L100009>

Modul	Sachverhalt
Leistungsschlüssel	99014002035002
Leistungsbezeichnung I	Pre-authentication of documents of the courts, notaries and judicial authorities for the purpose of legalisation for use abroad
Leistungsbezeichnung II	Pre-authentication of documents of the courts, notaries and judicial authorities for the purpose of legalisation for use abroad
Typisierung	1 - Bund: Regelung und Vollzug
Quellredaktion	Sachsen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	

Modul	Sachverhalt
Leistungsgruppierung	
Verrichtungskennung	
SDG-Informationsbereich	
Lagen Portalverbund	
Einheitlicher Ansprechpartner	
Fachlich freigegeben am	
Fachlich freigegeben durch	
Handlungsgrundlage	• Verordnung der Sächsischen Staatsregierung über die Zuständigkeiten für die Erteilung von Apostillen und die Beglaubigung öffentlicher Urkunden im internationalen Rechtsverkehr (Sächsische Apostillen-Zuständigkeitsverordnung, SächsApostZuVO) • Gemeinsame Verwaltungsvorschrift des Sächsischen Staatsministeriums des Innern und des Sächsischen Staatsministeriums der Justiz über die Beglaubigung und Legalisation deutscher Urkunden und die Erteilung von Apostillen und Bestätigungen (VwV Legalisation) • Gesetz über Kosten in Angelegenheiten der Justizverwaltung (Justizverwaltungskostengesetz - JVKostG) Kostenverzeichnis - Anlage (zu § 4 Absatz 1) Kostenverzeichnis, Nr. 1310)
Teaser	In order to have a German public document legalised, the first step is to have it pre-certified (hereinafter: legalisation). The presidents of the regional courts certify official signatures of documents issued by courts, notaries and judicial authorities in the respective regional court district, such as divorce decrees, powers of attorney.
Volltext	Issuance of pre-certification on documents of the courts, notaries and judicial authorities in the Free State of Saxony by the presidents of the regional courts for the purpose of legalisation for legal transactions with foreign countries In order to have a German public document legalised,

Modul

Sachverhalt

the first step is to have it pre-certified (hereinafter: legalisation). The presidents of the regional courts certify official signatures of documents issued by courts, notaries and judicial authorities in the respective regional court district, such as divorce decrees, powers of attorney.

Pre-certification confirms the authenticity of the signature and seal of the issuer of a German public document, as well as, as a rule, the capacity in which the signatory of the document has acted.

Final certification

Once the pre-certification has taken place (first step), the documents are finally certified by the Federal Office of Administration on behalf of the Federal Foreign Office in the second step. The documents can then be presented to the foreign mission abroad for final processing (legalisation) (third step). If final certification by the Federal Office of Administration is not required, legalisation is already carried out in the second step by the diplomatic mission or consular post of the country in which the document is to be used.

Note: If the apostille is recognised in a foreign country as proof of the authenticity of your documents, you only need this form of legalisation and the time-consuming legalisation with preliminary and final authentication is not required.

Attention! The authenticity of the issuing person's signature must be confirmed with the preliminary authentication of the document, otherwise no final authentication by the Federal Office of Administration is possible.

Erforderliche Unterlagen

- Original documents
- informal written application, if applicable

Voraussetzungen

Document from a court, notary's office or judicial authority in the Free State of Saxony (e.g. court judgements, court decisions, powers of attorney, extracts from the commercial register, notarial deeds)

Modul	Sachverhalt
Kosten	EUR 20.00 per certificate
Verfahrensablauf	First contact the embassy or consulate of the country in question in Germany to find out whether your document needs to be legalised at all and, if so, what requirements must be met for the specific legalisation procedure. Pre-legalisation personal visit (recommended) • Visit the competent office. • Present your original documents. • Have a personal document ready so that you can identify yourself if necessary. By post • Write a letter of application. • Send your application with the original documents to the competent office. Note: Always indicate the country in which the document is to be presented.
Bearbeitungsdauer	in the case of a personal visit: usually none
Frist	
weiterführende Informationen	
Hinweise	
Rechtsbehelf	not applicable
Kurztext	
Ansprechpunkt	
Zuständige Stelle	
Formulare	
Ursprungsportal	