



Verification of Indian Official Documents

1. Background

The Hague Convention abolishing the requirement of legalization is not applicable between Germany and India, nor can Indian public documents such as birth, marriage, school certificates and others be legalized. All public documents issued by Indian authorities might therefore, depending on the particular case and at the Embassy's, Consulate General's or other German authority's discretion, need to be verified for use in Germany.

In these cases, documents are verified on the ground with the issuing authorities.

The verification process can ONLY be initiated on behalf of a German authority or by the German Foreign Missions in India. (Not by a private person).

German Missions entrust experienced lawyer firms to carry out the investigation. Investigators are authorized and carry photo ID. You are kindly requested to cooperate with the investigators.

Please note: No further payment is required for the investigator. The investigator does not require any additional assistance such as transport, accommodation or food.

If you apply for a long-term visa, verification of your documents is likely to be required in the following cases: specialty cooks, job-seekers, family reunion/marriage

2. Jurisdiction

The German Consulate General in Kolkata is responsible for the documents issued in the below mentioned States:

- Arunachal Pradesh
- Assam
- Bihar
- Jharkhand
- Meghalaya
- Manipur
- Mizoram
- Nagaland
- Orissa
- Tripura
- West Bengal

3. Documents

For the verification the below mentioned documents are to be furnished:

- Original documents, which are to be verified (in case of marriage certificate verification, proof of religious marriage (e.g. Nikhahnama or church certificate) should also be furnished along with the marriage certificate. For birth certificate verification of minor hospital discharge summary should be furnished along with government issued birth certificate.)
- 2 copies of full and readable copies of the documents
- 2 passport photos of the parties involved
- Copies of the passports (if required applicants might need to furnish additional Id-Proofs e.g. Voter ID, PAN-Card, school certificates, School leaving certificates, Ration Cards)
- Complete Indian home address with mention of the local post office and the police station (PS) as well as a contact telephone number

4. Procedure

The Consulate General cannot carry out the required checks regularly with its own staff, however relies on the inquiries from trusted lawyers. The final assessment and opinion will be made by the Consulate General.

From experiences it can be assessed that the verification process takes an average of 12 weeks from the date of receipt of the original documents.

However, it is requested to refrain from additional inquiries regarding the status of the verification.

5. Fee

Depends on the place of issue of a document (payable in cash):

13,000 for Kolkata, District - 24-Parganas (South & North), and District Howrah and Hooghly

16,000 for other Districts (West Bengal), except districts Darjeeling and Kalimpong

17,500 for districts Darjeeling and Kalimpong

19,000 for Odisha, Jharkhand and Bihar

22,000 for North-Eastern States - Assam, Manipur, Meghalaya, Tripura, Arunachal Pradesh, Mizoram, Nagaland

31,500 for areas outside aforesaid Jurisdiction

Please bring the fees for the document verification along at the time of your visa interview. If verification is not required, the visa officer will inform you accordingly at the time of the interview.

All information in this information sheet is based on findings and assessments of the Consulate General at the time of writing. However, no guarantee can be given for the completeness and accuracy, in particular with regard to changes that have occurred in the meantime.