

FREQUENTLY ASKED QUESTIONS ABOUT AUTHENTICATIONS

1. What must I do to have my documents authenticated?

- (i.) The Notary Public must sign the document.
- (ii.) The signature, seal and stamp of the Notary must then be certified by the designated Provincial Authority.
- (iii) All documents must be sent for authentication to The Bahamas High Commission.

2. How much does it cost?

- The processing fee is \$20.00 US dollars per document. The exact amount is required in the form of a bank money order or a postal money order, made payable to The Bahamas High Commission.

3. How long will it take?

- The processing time is from 2-3 working days as long as all requirements are met.

4. Where do I go to have number (i.) processed?

- Execution of documents in Canada may be processed by a Canadian Notary Public.

5. Can I come in person?

- Yes you can, but an appointment is required.

6. Are there any Consular offices outside of Ottawa?

- The only Consular Office in Canada is located in Ottawa.

7. How do I authenticate my driver's licence?

- (i.) A letter confirming your driving history is required from the Road Traffic Department in The Bahamas. In order to obtain this letter, The Bahamas High Commission would need the subject's name as it appears on the driver's licence, the licence number and the date of birth of the subject.
- (ii) After receipt of confirmation from the Road Traffic Department, the subject would then be

contacted to send all originals of his/her driver's licence, a bank draft or postal money order for US\$20.00 (made payable to The Bahamas High Commission) and a return courier waybill so that your documents could be returned to you. Please contact the High Commission for names of acceptable courier companies.