



የ ኢትዮጵያ ፌዴራላዊ ዲሞክራሲያዊ ሪፐብሊክ ቆንሱላ ጽ/ቤት - ፍራንክፈርት  
Consulate General of the Federal Democratic Republic of Ethiopia – Frankfurt

### **NECESSARY REQUIREMENTS TO LEGALIZE A DOCUMENT BY THE ETHIOPIAN CONSULATE IN FRANKFURT**

The following requirements must be fulfilled in order to legalize a document by the Ethiopian Consulate:-

1. An application letter written by the applicant
2. Your document must be authenticated by a **Notar** and by the responsible **District Court** of the Region or
3. Your document must be authenticated by Regional Council or the District Court or the Chamber of Commerce and Industry.
4. A copy of your passport or Identity card (for private applicant) or a copy of the trade registration of your Firm
5. One copy of your original document for our file
6. The legalization fee (per Document)-  
**Euro 80,75** for German citizen.  
**Euro 52,70** for Ethiopians
7. Pre-paid stamp and self addressed return envelope for registered mail.

For applications by Mail, please transfer the legalization fee to the following Bank account and send us your proof of payment:-

International Bank account

Commerce Bank Frankfurt

IBAN: DE56 5004 00000 582673000

BIC: COBADEFFXXX

The Processing time to legalize a document by post takes about a week. The legalization of a document that is personally submitted to the consulate can be processed within nineteen minutes.

### **Important Notice !**

The Consulate would like to remind you that any document which is legalized by the Ethiopian Consulate in Frankfurt together with the copy of your passport should be presented to the **Ethiopian Foreign Ministry** in Addis Abeba **within one year**.

**CONSULAR SECTION**