

## Legalising a signature or seal

Legalisation is the official confirmation that a signature, seal or stamp on an official public document is genuine. UK public documents such as birth and death certificates can be legalised by the UK government in the UK. This is also known as an apostille.

There are three steps you need to follow to have your United Kingdom document legalised for use in Thailand:

### **Step 1: Contact the Legalisation Office, Milton Keynes, UK**

To check if the document can be legalised and to apply online for this service please visit <https://www.gov.uk/get-document-legalised>

Before sending your document to the UK Legalisation Office, ensure that you pay the UK courier fee so that your documents can be forwarded to the Thai Embassy in London - enclose a pre-addressed envelope for the Thai Embassy, a completed application form (which can be found on the Thai Embassy website [here](#)) and the fee payment for the Thai Embassy.

### **Step 2: Have the document legalised by the Thai Embassy in London**

Once the original document(s) have been legalised by the UK Legalisation Office the document(s) must be sent to the Royal Thai Embassy in London for the next stage of the process. If you have already paid the courier fee the UK Legalisation Office will send these for you. Further information can be found on the Royal Thai Embassy website. <http://www.thaiembassyuk.org.uk>

Contact the Royal Thai Embassy to inform them that your documents will be arriving.

### **Step 3 For use in Thailand the document(s) must be stamped by the Ministry of Foreign Affairs, Legalisation Division, Bangkok.**

<http://www.mfa.go.th/main/en/services/16265-Naturalization-Legalization.html>

Before undertaking these steps, British Nationals are encouraged to contact the local authorities for confirmation on what is required.

There is no requirement for the British Embassy in Bangkok to view or stamp these documents once these steps are complete.

This information is provided as a general guide and is based upon information provided to the embassy by the relevant local authorities and may be subject to change at any time with little or no notice.