

Revised Attestation Process

1. Cases eligible for submission at Application Centres wherein the applicant is not required to sign in the presence of the Attestation Officer.

| SI.No. | Type of documents | Requirements |
|--------|--|---|
| (i) | Commercial document | Chamber attestation required |
| (ii) | Educational document issued from India, like degree, mark sheet school certificate, diploma and experience, certificate, Medical certificate | Attested by the concerned State Government and Ministry of External Affairs (MEA), New Delhi (or one of MEA's Branch Secretariats located at Chennai, Hyderabad, Guwahati & Kolkata). |
| (iii) | Passport photo copy/ NOC for Police clearance | Original passport required |
| (iv) | Salary certificate/ Experience certificate issued from Saudi authorities | Chamber/MOFA attestation required |
| (v) | Driving license photo copy | MEA attestation required if details not available on portal |
| (vi) | Marriage certificate/Birth certificate and death certificate issued by India government | Attested by the concerned State Government and Ministry of External Affairs (MEA), New Delhi (or one of MEA's Branch Secretariats located at Chennai, Hyderabad, Guwahati & Kolkata). |
| (vii) | Transfer certificate/ school living certificate issued by India schools in Saudi Arabia | Signed by authorized signatories from school. In case of schools whose authorized signatories samples are not provided, chamber attestation. |

2. Cases eligible for submission at Application Centres wherein the applicant is required to sign in the presence of the Attestation Officer.

For such cases applicants may approach directly to the Embassy of attestation of their signatures.

| Sl.No. | Type of documents | Requirements |
|---------------|--|--|
| (i) | Power of attorney, i) Property ii) Gift deed iii) Bank loan | Applicant is required to sign before the Attestation officer |
| (ii) | Power of attorney, i) Court Case ii) Marriage dispute/ Divorce case iii) any other dispute matter | -do- |
| (iii) | i) Affidavit ii) Authority letter for any reason, (Such as court affidavit, surety bond, indemnity bond etc | -do- |
| (iv) | i)Life certificate ii)Single status certificate/Unmarried certificate | -do- |
| (v) | Bank Account Opening Form (NRI) | -do- |
| (vi) | Attestation of Commercial document and company and its Memorandum or Articles of Association, Board Resolution | -do- |
| (vii) | Sworn affidavit for issue of Passport to a minor child residing in India | -do- |
| (viii) | Sponsorship for visit visa/family visa /Undertaking expenses for studies, | -do- |

These documents will be collected by M/s VFS and forwarded to Embassy for attestation as no signatures are required to be attested in such cases. In all such cases, VFS will check the original passport and Iqama at the time of submission and a copy of the same will be attached to the document. If any photocopy of a particular document is required to be attested, the original, attested by the indicated authorities, should invariably be sent.

This arrangement will continue till pandemic related restriction are in place.