

CONSULATE GENERAL OF THE REPUBLIC OF ANGOLA  
IN THE UNITED KINGDOM OF GREAT BRITAIN AND NORTHERN IRELAND

## LEGALISATION OF DOCUMENTS

### REQUIREMENTS

The request for Legalisation of Documents is to be submitted upon presentation of the following documents:

PLEASE NOTE: THE APPLICANT MUST PROVIDE THE ORIGINAL AND COPIES OF ALL DOCUMENTATION (ONE COPY FOR EACH DOCUMENT)

#### ANGOLAN CITIZENS

1. **Applicant's Letter** addressed to the Consulate General of Angola in the United Kingdom of Great Britain and Northern Ireland, providing reasons for the request ([template](#)).
2. **Valid Consular Card.**
3. **Document** to legalise or **Authenticated Copy** translated into Portuguese by an official translator, recognised by Public Notary and legalised by the Foreign Commonwealth Office (FCO).
4. **Angolan Document** – The applicant may present one of the following documents:
  - Valid Identity Card.
  - Valid Passport.

#### BRITISH OR FOREIGN UK RESIDENT CITIZENS

1. **Applicant's Letter** addressed to the Consulate General of Angola in the United Kingdom of Great Britain and Northern Ireland, providing reasons for the request ([template](#)).

**2. Document to legalise or Authenticated Copy** translated into Portuguese by an official translator, recognised by Public Notary and legalised by the Foreign Commonwealth Office (FCO).

## **COMPANIES/AGENCIES**

**1. Applicant's Letter** addressed to the Consulate General of Angola in the United Kingdom of Great Britain and Northern Ireland, providing reasons for the request ([template](#)).

**2. Document to legalise or Authenticated Copy** translated into Portuguese by an official translator, recognised by Public Notary and legalised by the Foreign Commonwealth Office (FCO).

**3. Company's Documents of Identification** – Certificate of Incorporation.

In case of collective entities based in the United Kingdom, the document of identification should be legalised by the Consular Representative of the country of origin, if not a signatory of the Haia Convention/Apostille.

## **ADDITIONAL INFORMATION**

- The absence of any of the required documents may result in the application being denied.
- Whenever necessary, the Consulate General reserves the right to request the presentation of other documents or demand the presence of the applicant.
- The submitted documents will remain property of the Consulate General.

## EMOLUMENTS AND PROCESSING TIME

### **Angolan Citizens**

#### Normal

£17.00 (seventeen pounds)/ FOR EACH DOCUMENT

Processing: eight (8) working days.

PLEASE NOTE: LEGALISATION OF DOCUMENTS OF UP TO 4 PAGES: £17.00.  
FROM THE 5<sup>TH</sup> PAGE ONWARDS, THERE IS AN ADDITIONAL COST OF £2.00  
FOR EACH PAGE. THE NATIONAL PASSPORT COPY IS THE ONLY EXCEPTION.

#### Urgent

£25.00 (twenty-five pounds)/ FOR EACH DOCUMENT

Processing: three (3) working days.

### **British and Foreign UK Resident Citizens**

#### Normal:

£20.00 (twenty pounds) /FOR EACH DOCUMENT

Processing: eight (8) working days.

#### Urgent:

£25.00 (Twenty-five pounds) / FOR EACH DOCUMENT

Processing: Three (3) working days.

### **Companies/Agencies**

#### Normal:

£174.00 (one-hundred and seventy-four pounds) /FOR EACH DOCUMENT

Processing: fifteen (15) working days.

#### Urgent:

£348.00 (three-hundred and forty-eight pounds) /FOR EACH DOCUMENT

Processing: eight (8) working days.

## PAYMENT

The emoluments may be paid by one of the following methods:

1) ATM available at the Consulate General facilities.

The following bank cards are accepted: Visa, Visa Debit, Visa Electron, MasterCard, Maestro, Discover and Diners Club International.

2) Bank Deposit or bank Transfer using the following data:

**Bank:** LLOYDS BANK

**Sort Code:** 30-93-84

**Account Number:** 24558260

**Ref.:** (Name and consular service requested – Ex: Visa, Consular Card, Passport, Emergency Travel Document, Legalisation, etc.)

3) IBAN system for international payments using the following data:

**IBAN:** GB17 LOYD 3093 8424 5582 60

**SWIFBIC:** LOYDGB21055

**Branch:** LDN OXFORD ST 399

**Receiver Name:** The Consulate of the Republic of Angola – Consular Emoluments

**Receiver Address:** 46 Bedford Square, London WC1B 3DP, United Kingdom

### IMPORTANT NOTICE:

- **THE PAYMENTS ARE NON REFUNDABLE.**  
PLEASE BE SURE TO ORDER THE PROPER PAYMENT AMOUNT.
- **THE PAYMENT RECEIPT MUST BE ATTACHED TO THE REQUEST**  
PLEASE KEEP A COPY OF THE RECEIPT.



## HOW TO MAKE THE REQUEST

### 1) AT OUR OFFICE at:

21 Bedford Avenue, London WC1B 3AS.

Our working hours are as follows:

#### **Submission of documents:**

Monday, wednesdays and Friday, 09:45h to 12:15h

#### **Collection of documents:**

Monday, wednesdays and Friday, 14.00h to 15.00h

### 2) BY POST

Please send your application, including proof of payment, to:

Consulate General of Angola in the UK

Registry and Notary Department

46 Bedford Square

London WC1B 3DP

If the applicant wishes to receive the documents by mail, please include a Royal Mail special delivery pre-paid and addressed envelope in order to ensure safe delivery. Alternatively, the applicant must pay ten pounds (£10) to cover mail costs, please also include proof of payment.

Please note: In choosing any other method of delivery, the applicant is responsible for ensuring that proper measures are taken. The Consulate General will not complete any forms from delivery services.