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LAW OF THE REPUBLIC OF ARMENIA ON APOSTILLE CERTIFICATION OF OFFICIAL DOCUMENTS
OF THE REPUBLIC OF ARMENIA

LAW

OF THE REPUBLIC OF ARMENIA

Adopted on 19 January 2021

ON APOSTILLE CERTIFICATION OF OFFICIAL DOCUMENTS

OF THE REPUBLIC OF ARMENIA

Article 1. Subject matter of the Law

1. This Law shall regulate the relations pertaining to the process of Apostille certification of the official documents drawn up and issued in the Republic of Armenia provided for by Hague Convention of 5 October 1961 Abolishing the Requirement of Legalisation for Foreign Public Documents (hereinafter referred to as "the Convention").

Article 2. Main concepts used in this Law

1. Main concepts used in this Law shall be as follows:
 - (1) Apostille — a paper or electronic certificate provided for by Article 3 of the Convention, which certifies the capacity in which the person signing the document has acted, the authenticity of the signature, and the identity of the seal or stamp which it bears.
 - (2) official document — documents drawn up and issued via hard copy or in electronic format by judges, administrative and other bodies of the Republic of Armenia, officials of that bodies, as well as notaries while acting in their official capacity.

Article 3. Process of Apostille certification of official documents

1. An Apostille shall be placed on the official documents to be submitted in the territory of the States signatory to the Convention.
2. The documents drawn up and issued by the competent authorities of a foreign state shall not be subject to Apostille certification in the Republic of Armenia.
3. The Ministry developing and implementing the policy of the Government in the area of justice in the Republic of Armenia shall place Apostille certification on the documents drawn up and issued in the Republic of Armenia, except for the statements of information on criminal prosecution, search and absence of conviction in the Republic of Armenia to be submitted in the foreign states, which are certified by Apostille by the Ministry developing and implementing the policy of the Government in the area of foreign affairs.
4. The Ministry developing and implementing the policy of the Government in the area of foreign affairs shall place Apostille on the official documents submitted to the bodies of diplomatic service of the Republic of Armenia in foreign states.

5. The procedure for submitting an application for placing Apostille on the official documents, model form of the Apostille, types of the Apostille and requisites contained therein, the time limit of and procedure for operating the "Electronic Apostille" unified electronic management system, as well as maintaining and destroying the data, the procedure for maintaining, using of and providing technical support to a unified database of the "Electronic Apostille" unified electronic management system, as well as the list of the official documents subject to Apostille certification shall be established by the joint orders of the Ministers developing and implementing the policy of the Government in the area of foreign affairs.
6. For Apostille certification of the official documents a state duty shall be levied in the amount and manner prescribed by the Law of the Republic of Armenia "On state duty".
7. Identification document of the applicant, the official document subject to Apostille certification and the proof of payment of the state duty provided for by part 6 of this Article shall be attached to the application for placing Apostille on the official document.
8. No letter of authorisation shall be required for submitting by a third person an application for placing Apostille on the official document belonging to another person.
9. Apostille shall be placed on the official document within one working day after submitting the application.
10. The time limit referred to in part 9 of this Article may be extended where the unified database of the "Electronic Apostille" unified electronic management system does not contain information on service history, official position, signature, the seal or the stamp of the official signing the official document to be submitted for Apostille certification.
11. The Ministry developing and implementing the policy of the Government in the area of justice shall — in the cases referred to in part 10 of this Article — make

an inquiry to the body that has issued the official document for the purpose of obtaining information on the person drawing up and verifying it, as well as the sample of the signature, the seal or the stamp thereof, and within one working day after receiving it, places Apostille on the document submitted.

12. The bodies referred to in part 11 of this Article shall provide the information inquired within five working days after receiving the inquiry of the Ministry developing and implementing the policy of the Government in the area of justice.
13. An applicant shall — within one working day after submitting an application — be informed on the extension of time limit of Apostille certification of the official document via electronic mail or postal mail or other means of communication provided thereby.
14. The following documents shall not be subject to Apostille certification:
 - (1) documents issued by diplomatic or consular agents;
 - (2) administrative documents directly related to the trade and customs operations.

Article 4. Validity of document drawn up by a foreign state in the Republic of Armenia

1. The documents as issued by the competent authorities of the state signatory to the Convention and certified by Apostille in due procedure prescribed by the legislation of that state and within the scope of powers of such authorities, shall be considered to be valid in the territory of the Republic of Armenia without consular certification or additional legalisation.
2. The Apostille certification of the above-mentioned documents shall be mandatory, unless otherwise provided for by the law of the Republic of Armenia, or where the legalisation procedure is abolished, simplified under other international treaties of the Republic of Armenia or the document is exempt from the legalisation.

Article 5. Grounds for rejecting application for placing Apostille on official document

1. An application for placing Apostille on official document shall be rejected where:
 - (1) document is prepared or verified or sealed by a person or a body not having the power to act so;
 - (2) the document does not meet the template requirements prescribed for the given document;
 - (3) the document is not subject to Apostille certification;
 - (4) the application for placing Apostille is submitted in violation of this Law and the procedure prescribed by other legal acts regulating the process of Apostille certification of a document;
 - (5) the data on official position of the person having signed the document, signature thereof, the seal and the stamp verifying the document are illegible;
 - (6) the document is corrupt, the completeness of the document is not maintained, there are impermissible writings thereon;
 - (7) the documents prescribed by the legislation for Apostille certification of the document, the proof of payment of the state duty provided for by part 6 of Article 3 of this Law are not submitted;
 - (8) the document is to be submitted to a non-member state to the Convention;
 - (9) the document is obviously false.

Article 6. Providing information by the body drawing up and issuing the official document subject to Apostille certification

1. The bodies and the officials drawing up and issuing official document subject to Apostille certification shall submit to the Ministry developing and implementing

the policy of the Government in the area of justice the information on the official verifying the document being drawn up thereby, official position, term of office thereof, as well as the sample of his or her signature, seal, stamp verifying the official document. Where a model form of an official document is stipulated by the legislation of the Republic of Armenia, such model form shall also be provided to the Ministry developing and implementing the policy of the Government in the area of justice.

2. The procedure for providing the Ministry developing and implementing the policy of the Government in the area of justice with the information on the model form of an official document, the person drawn it up, official position, term of office thereof, the sample of his or her signature, as well as seal, stamp verifying the official document, the terms and conditions of maintenance of such information shall be prescribed by the Government.

Article 7. Final part and transitional provisions

1. This Law shall enter into force after one month following its promulgation.
2. The legal acts provided for by part 5 of Article 3, part 2 of Article 6 of this Law shall be adopted within three months after this Law becomes effective.

President of the Republic of Armenia

A. Sargsyan

9 February 2021

Yerevan

HO-18-N

Date of promulgation: 10 February 2021.