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## LEGALIZATION AND CERTIFICATION OF DOCUMENTS

To attest any document in the Consular Section of The Embassy of Cuba the process is as follows:

1. The original should be written in English and translated into Spanish.
2. After that, both, the English and the Spanish versions, should be attested first by the Chamber of Commerce and second, by the Ministry of External Affairs, Government of India.
3. In the case the company needs to keep the original, before taking the document for attestation to the said institutions, the company should take it to a notary who will certify that the photocopy is a TRUE COPY OF THE ORIGINAL.

After that process is finished, the document can be presented to the Consular Section of the Cuban Embassy for attestation. The total fee for each document is Rs. 12 100.

**Note:** in the case of the translation into Spanish, it is very important that the translator sign the document and state there his/ her name, his/ her address and the name of the Institution for which he/she works (if any, of course).

If, for any reason, the attestation is to be done the same day the document is presented to this Consular Office, the Company should pay an extra fee of Rs.1 375

(In case of any doubt, the company should contact us.)

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### EMBASSY OF CUBA

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