

Instructions for Commercial legalise

Embassy of the Hashemite Kingdom of Jordan in London

Please note that legalising documents from the Jordanian Consular Section only confirms the authenticity of the signature, seal or stamp of the following:

- The [Ministry of Foreign Affairs of Jordan](#)
- The [UK Foreign and Commonwealth Office Apostille](#)
- The [Arab-British Chamber of Commerce](#)
- The [Ireland Department of Foreign Affairs](#)
- The [Arab-Irish Chamber of Commerce](#)

However, it does **NOT** confirm the authenticity of the underlying document and does **NOT** authenticate either the signature on the original document or the content of the original document in any way. The Consular Section reserves all rights to **NOT** legalise any document in contrary with Jordanian public order and morals.

Commercial Documents have to be certified and legalised by [Arab British Chamber of Commerce](#) **or** authenticated and apostilled by the [Foreign and Commonwealth Office](#). (eg Commercial invoices, Certificate of Origin, Certificate of incorporation, Commercial agreements, Memorandums of Understanding, etc., including all documents related to non-personal activities).

Legalising Power Of Attorney:

The Notaries Certificate should attach to Power of Attorney and contain:

- A specific reference to the documents behind it.
- A declaration that power of attorney has signed in the presence of a UK [Notary Public](#) or [Practising Solicitor](#), after being satisfied that the signatory ID is original.
- In case of signing on behalf of a company, Notaries Certificate should clearly state that the 'Practising Solicitor'/'Notary Public' is satisfied that the signatory has the full authority and the capacity to sign on behalf of the company.

Important notices!!!

- We do **NOT** legalise any Power of Attorney that contains any kind of authorisation of selling lands or properties located outside the borders of "**The Hashemite Kingdom of Jordan**".
- We do **NOT** legalise any Power of Attorney that contains any kind of authorisation of selling lands or properties located inside the borders of "**The Hashemite Kingdom of Jordan**" **before we get approval from the Jordanian government in advice.**
- We do **NOT** legalise any Power of Attorney in contrary with the Jordanian public order and morals.

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Documents issued in Jordan

All documents issued from Jordan that needs to be used in the UK you should legalize it from the [Jordanian Ministry of Foreign Affairs](#) in Amman first, then you can be able to legalize it by the Jordanian Embassy in London and it's **free of charge**.

How to make the payment for your legalisation

We only accept debit and credit cards (payment made on the submit day).

You can make the payment online through our website as we provide the link below

http://jordanembassy.org.uk/?page_id=3284.

For example; to pay online for one commercial document, click on the link above and fill it as below

Please attach a copy of the transaction confirmation email with your documents.

• **Applicant Name :**

your name

*Required

• **Description of the Service:**

Commercial Legalization

*Required

Select one of the Services below



Commercial Legalization 63.20 GBP



Personal Legalization(Birth Cert, Police Report,..) 10.20 GBP

Quantity:

1

Total Price (GBP):

63.20

Pay Now

We do **NOT** provide any legal advice neither it offers any interpretation services. Commercial documents process it takes 3 working days from the lodging day. The legalisation fee for Commercial Document is (£62.00) per stamp

A photocopy of the document is **NOT** required.

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How to apply by post

In case of sending documents by post, process takes **approximately one week**. Please make sure you send a pre-paid self-addressed special delivery envelope for the sufficient weight to enable us to return your documents back by post to you after getting them legalized.

We would strongly recommend you to keep the return special delivery tracking number so you can [track your document](#) yourself. **Please note that first class envelopes are NOT acceptable for postage and the consulate is NOT responsible for any loss that may happen.**

Office Hours (Monday – Friday)

- **Lodging Documents:** (Monday–Friday) 10:00–13:00.
- **Collection working days:** (Monday–Friday) 14:30-16:00

For further information please contact us on consulate.london@fm.gov.jo

Kind regards

Consular Office

Embassy of the Hashemite Kingdom of Jordan/London