



Embassy of the Republic of The Gambia

5630 16th Street, NW
Washington, DC 20011

Tel. 202.785.1399

E-mail info@gambiaembassydc.us
gambiaembassydc@gmail.com

Website <http://www.gambiaembassydc.org>

Procedure to Authenticate Gambian Documents & Certificates

Authentication or notarization of documents is often a necessity for Gambians travelling abroad to study, settle down, do business, or undertake any transaction that may require their Gambian-issued documents and certificates such as birth certificate, marriage certificate, WAEC and degree certificates, transcripts, police certificate of character, and other documents. Most consulates and embassies will require you to authenticate such documents and certificates at the Ministry of Foreign Affairs in Banjul or at the diplomatic missions abroad.

Requirements for Authenticating Gambian Documents

If you do need an Authentication of Documents, please follow the steps below:

- Letter requesting Authentication
- Original document or a certified canned copy
- A nonrefundable application fee of \$30.00 in money order, payable to the Embassy of The Gambia
- Prepaid self-addressed/return envelope (FedEx/UPS or Priority/Express Mail)
- Processing time is 5 - 10 business days. The processing period refers to the date the application is received between 10am and 12pm.