Embassy
of the Federal Republic of Germany
Windhoek

Apostille

All information presented is based on the knowledge and experiences of the German Embassy at the date of the creation of this information sheet. All liability is excluded; all information is given without guarantee of being complete, correct and up-to-date.

In case a Namibian certificate is to be used in Germany, it is advisable to apply for a so-called apostille (legalization of a document for international use according to the Hague Agreement from 05.10.1961, which is used in Namibia since 31.01.2001).

Apostilles are usually not issued for abridged certificates (such as abridged Birth or Marriage Certificates), therefore you have to apply for a full certificate (full Birth or Marriage Certificate) first.

The High Court of Namibia and the Ministry of Justice are able to issue an apostille.

Their addresses are:

High Court of Namibia
High Court Building
Luderitz Street
Private Bag 13179
Windhoek, Namibia
Tel: 00264 61 292 1111
Fax: 00264 61 221 686

Ministry of Justice
Justitia Building, First Floor, Room 141
Independence Avenue
Windhoek, Namibia
Tel: 00264 61 280 5333
Fax: 00264 41 254 054
Application between 8:30 – 10:30, collection between 15:00 – 16:00
Processing time: at least three working days

An apostille can only be issued to an original document. It is **not** possible to apply for an apostille via post. It is therefore necessary to personally hand in the documents, though it is possible to send someone instead. The Embassy strongly advises against sending original documents with the post to and from Namibia.
In some cases it might be necessary to have the documents pre-certified by a lawyer or a notary.

If you already in Germany, you can also commission a lawyer in Namibia to apply for an apostille on your behalf. Please contact the lawyer directly for fees and commission.