



Important Notice of Translation Service of Alliance Française Bangkok

According to the notification by e-mail dated August 8, 2019 at 17:55 of the Civil Registration Service of the French Embassy in Thailand on the rules in rigor of the legalization of translations by the French Embassy in Thailand, in accordance with the requirements provided by the Ministry of Europe and Foreign Affairs in France, Translation Service of the Alliance Française Bangkok informs you the conditions of documents to be translated as follows:

For the translation from Thai to French

- In case of documents requiring the legalization by the Thai Ministry of Foreign Affairs, the originals with the legalization sticker must be submitted for translation.
- In case of documents that do not require this legalization, you can send us the documents to be translated by e-mail, but only in scanned format, not in photo.

To find out if your documents must be legalized or not, you are invited to contact the service involved.

For the translation from French to Thai

- Before the translation, the copy of the document to be translated **must be certified by the French Embassy in Thailand, a City Hall in France or the French Ministry of Foreign affairs, as the case may be**, and for the purpose of translation, the original of the certified copy must be submitted to Translation Service (in person or by post).
- Before the translation, vital records such as birth certificate, death, marriage, etc. must be valid for less than 3 months from the date of issue. The extract or copy of these documents **must be certified by the French Embassy in Thailand or a City Hall in France, as the case may be**, and for the purpose of translation, the original of the certified copy must be submitted to Translation Service (in person or by post).

To find the details of the documents that are considered as compliant and admitted to legalization by the French Embassy in Thailand, please visit the following link: <https://www.diplomatie.gouv.fr/fr/services-aux-citoyens/legalisation-et-notariat/legaliser-un-document/#ancre1>

For more information on the conformity of documents to be legalized and translated, you can question the French Embassy by attaching a scanned copy of the document and send it to: etat-civil.bangkok-amba@diplomatie.gouv.fr

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