

Formal Request for Embassy Document Authentication

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Embassy of [Country Name]

[Embassy Address]

[City, State, Zip Code]

Dear [Embassy Official's Name or Title],

I am writing to formally request the authentication of the following documents:

- [Document 1 Name and Description]
- [Document 2 Name and Description]
- [Document 3 Name and Description]

The purpose of this request is to ensure that these documents are recognized as valid and authentic in [describe the context or purpose, e.g., legal proceedings, visa application, etc.]. I have included all necessary documents and fees as per your requirements.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]