



Embassy of Pakistan
Kuwait

In order to avoid any inconvenience, the respectable community members are informed that before presenting their documents to this embassy for attestation, they should get their documents attested from Ministry of Foreign Affairs, Islamabad or one of its Camp Offices in Lahore, Karachi, Peshawar and Quetta. The procedural requirements before submitting your documents to the Foreign Office in Pakistan are produced here for guidance/ information of the community. The same can also be accessed from Ministry of Foreign Affairs, Pakistan official website at <http://www.mofa.gov.pk/content.php?pageID=consaffairs>

S.No.	NATURE OF DOCUMENTS	Attestation Stamp (Rs) (available from Post Office)	PROCEDURAL REQUIREMENTS
1.	Nikah Nama (Urdu)	Rs. 5	Seal of Nikah Registrar; copy may be issued by concerned Secretary Union Council or Chief Officer or Tehsil Municipal Officer or Executive Officer of Cant Board.
2.	Birth Certificates(Urdu)	Rs. 5	Issued by Secretary Union Council or Chief Officer or Tehsil Municipal Officer or Executive officer of Cant Board.
3.	B. Form(Urdu)	Rs. 5	Issued by NADRA or old B.form having the stamp of District Registration Officer (in original)
4.	Character Certificate	Rs. 5	Issued by District Police Officer
5.	Medical Certificate	Rs. 5	Issued or countersigned by Medical Superintendent of any Govt. Hospital
6.	Death Certificates(Urdu)	Rs. 5	Issued by Secretary Union Council along with ID card Cancellation certificate issued from NADRA or the concerned registration office.
7.	Divorce Certificate(Urdu)	Rs. 5	Divorce Certificate should be issued by Chairman Arbitration Council of the Area or the Court judgment regarding dissolution of marriage should be presented for attestation.
8.	Unmarried Certificate Affidavit Union Council Certificate	Rs. 10 Rs. 5	Affidavit from Parents and an unmarried certificate from Secretary/Nazim Union Council should be attached with the affidavit.
9.	ID card Cancellation Form (Urdu)	Rs. 5	Issued by NADRA or District Registration Officer.
10.	Driving License	Rs. 5	Original Driving License has to be presented at the counter along with NOC issued by concerned License Issuing Authority. Only original NOC is attested. Copy of CARD driving license is also attested.
11.	School Leaving Certificate (Urdu)	Rs. 5	School leaving certificate of Class I-IX countersigned by District Education Officer and Class X attested by Inter Board Committee of Chairman (IBCC).
12.	Secondary School Certificate	Rs. 5	Attested by IBCC
13.	Higher Secondary School Certificate	Rs. 5	Attested by IBCC
14.	Diploma of One year duration and short courses	Rs. 25	These certificates first have to be attested by National Training Bureau (NTB).
15.	Bachelors and Masters Degree	Rs. 25	Attested by Higher Education Commission (HEC).

16.	Degrees/Diploma Certificates relating to Medical professionals PMDC Reg., etc. Experience Certificates	Rs.25 Rs. 5	All the documents have first to be attested by the Ministry of National Regulations and Services. The MBBS degree has to be attested by HEC.
17.	Diploma of Paramedical professionals, Nursing Diplomas etc. Experience Certificates)	Rs.25 Rs. 5	All Nursing related documents first have to be attested by the Ministry of National Regulations and Services.
18.	Succession and Guardianship Certificate	Rs. 10	Issued by the Civil Judge of the Civil Court.
19.	Special Power of Attorney from Pakistan to person Abroad	Rs.60/- per executants, up to a Maximum of Rs.240/-	Power of Attorney should be presented along with Succession Certificate and Guardianship Certificate. To get the attestation the executants(s) has to be present in person to sign the Power of Attorney or it should be registered with concerned Sub-Registrar of the Revenue Department.
20.	Power of Attorney from Abroad to a person in Pakistan	Same as above	Person authorized in Pakistan has to appear in person with original ID card to get the Power of Attorney attested from MOFA.
21.	Documents relating to commerce/trade	Rs. 35	Attested by the concerned Chamber of Commerce and Industry.
22.	English translation of all above mentioned documents	Rs. 25	Translation from the approved translation house by the concerned Embassy/Department will be accepted.

WHO CAN PRESENT DOCUMENTS AT MOFA

- The applicant himself or his family member with authority letter;
- The person presenting the documents on behalf of his relative is required to show his/her original ID card/Passport/Driving License/University Card/School Card/Domicile/Office Card or any of his valid ID.
- If no family member of the applicant is residing in Pakistan, the applicant is required to produce an authority letter duly signed by our Mission abroad to the authorized person to be brought at the counter along with other related documents.

TIMINGS FOR RECEIVING AND RETURN OF DOCUMENTS

The documents needing attestations can be submitted at consular office window on the given timings. The attested documents are likely to be returned to the applicants after two hours of their submission.

Monday to Thursday: 8 AM to 1 PM
Friday: 8 AM to 12 Noon