



## APOSTILLE REQUEST/ RELEASE FORM

**INSTRUCTIONS:** Please complete, print, sign, and return to Karen Hall, Upper School Registrar at [karen.hall@montverde.org](mailto:karen.hall@montverde.org)

Student Name: \_\_\_\_\_

Date of Request: \_\_\_\_/\_\_\_\_/\_\_\_\_ Date Last Attended School: \_\_\_\_/\_\_\_\_/\_\_\_\_

Where Apostille is to be sent by Federal Express after processed:

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TOTAL NUMBER OF COPIES OF TRANSCRIPT and or /DIPLOMA: \_\_\_\_\_

STUDENT/PARENT SIGNATURE: \_\_\_\_\_

The cost is as follows: (Please select one and circle yes)

\$156.45 per copy (7 to 10 days Service)      Yes      No

\$198.45 per copy (Rush 72 hours)      Yes      No

\$261.45 per copy (Same Day Service if received before 10:30 am)      Yes      No

(Please select one and circle yes for Federal Express)

\$47.25 Federal Express Charge for Domestic      Yes      No

\$68.25 Federal Express Charge for International      Yes      No

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Name on Card: \_\_\_\_\_