

- Document has to be notarized by a Notary Public in Saskatchewan
- Then send document to Regina:

- **Ministry of Justice**
Authentication Services
800 - 1874 Scarth Street
Regina SK S4P 4B3

Process of authentication:

1. The Deputy Attorney General will verify that the Notary's signature is valid.
 2. A certificate signed by the Lieutenant Governor will verify the Deputy Attorney General's signature.
 3. The document is then stamped with the Great Seal of Saskatchewan and is considered authenticated.
 - Documents can be mailed in or presented in person.
 - The fee for authentication is \$50 per certificate, to be paid by cash, cheque, or money order made payable to the Minister of Finance.
 - Walk in client documents can be prepared while you wait.
 - Mail in documents are returned by regular mail.
 - If you need your documents immediately, please include a pre-paid, self-addressed return envelope (such as Xpresspost).
- Then send the document to the Philippine Consulate General Calgary (PCG) for authentication (red ribbon)
 - Philippine Consulate General**
920 - 517 10th Avenue SW
Calgary AB T2R 0A8
Tel: 1-403-455-9457
 - Charge of \$33.75 per document, money order or bank draft only; payable to **Consulate of the Philippines in Calgary** (an extra expedite fee of \$13.50 can be included if preferred)
 - Buy two (2) xpresspost **regional** envelopes letter-size - 1) to be used to send document to PCG and 2) to be used to send back the document to the applicant
 - Addressing:
 - First envelope:
 - To: PCG as per above address
 - From: Your Name and Mailing Address, telephone number
 - Second envelope (plus recommended signature sticker):
 - To: Your name and mailing address, telephone number
 - From: PCG Calgary (see address above)
 - When returned by PCG, applicant can send the document to the Philippines (recommended to use courier services rather than regular mail)