

Please complete and return to:
Vital Certificates Ltd
Batley Business Park
Technology Drive
Batley, WF17 6ER, United Kingdom
+44 (0)845 838 8433



Adoption Certificate Order Form

Notes and explanations:

What is...?

Scan Copy: We will take a scan of the certificate and email it to you before posting. This can be helpful where a photocopy is sufficient for your purposes, especially for overseas applications.

Apostille: We will arrange for the Foreign & Commonwealth to legalise the document for overseas use. An Apostille stamp will be added to the reverse of the certificate, with the addition of a raised seal.

CVC Security Code: This is either the last 3 digits printed on the signature strip on the reverse of your card, or for American Express cards, the 4 digits printed on the right above the card number on the front of your card.

Payment Calculator

You may find the grid below useful to calculate the total payment due for your purchase.

	Price	Quantity	Line Total
Certificate Fee:			A
Options (Scan or Apostille):			B
Delivery (For courier fees please check the enclosed price list):			C
Subtotal (Add together boxes A + B + C):			D
VAT (see below)* (Multiply Box D by 0.20 or 20%):			E
Total (Add together boxes D + E):			

*VAT (at 20%) is only chargeable where the certificate is being shipped within the EEC. You MUST add this if delivery is to the following countries:

United Kingdom	Denmark	Hungary	Malta	Slovenia
Austria	Estonia	Ireland	Netherlands	Spain
Belgium	Finland	Italy	Poland	Sweden
Blugaria	France	Latvia	Portugal	
Cyprus (Southern Only)	Germany	Lithuania	Romania	
Czech Republic	Greece	Luxembourg	Slovakia	