

LEGALIZATION REQUIREMENTS

GENERAL INFORMATION:

Applications can be presented by the applicant or his representative (except legalization of Police Character Certificate when the applicant must apply in person).

The representative should submit along with the documents the authorization by the applicant:

- Original power of attorney issued by a Spanish notary public.
- Original of the authorization letter, addressed to the Spanish Consulate in Lagos and registered in a Spanish public registry (in any Spanish Administration Office).
- Original affidavit legalized in the Nigerian Ministry of Foreign Affairs in Abuja.

Entry into the premises will only be permitted on presentation of a valid **international passport or National Identity Card**.

CONSULATE FEES (From 19nd February 2021)

- Legalization: N18,400 per page
- Authentication of photocopies: N1,500 per page

LAWYERS' FEES

Documents subject to verification attract the following fees according to the States where the documents were issued:

Lagos State:	N60,000
Edo, Delta and Western States:	N65,000
Eastern States:	N70,000
Abuja and Northern States	N80,000

When an applicant presents documents from different States only one fee will be applied, which shall be the one relating to the state farthest away from Lagos

1. MARRIAGE CERTIFICATE

Marriage Certificate is subject to investigation except where the certificate has been previously legalized, evidence of which must be presented (previously legalized marriage certificate or Spanish residence visa).

Documents to be presented

1. **Marriage Certificate** issued by the Marriage Registry, according to the Marriage Act. *Note that certificates from the Federal Marriage Registry attract an additional fee of N15,000 for the investigation of the document.*
2. **Photocopy of the marriage certificate**, which must be officially stamped and signed at the Marriage Registry where it was issued and, thereafter, legalized at the Ministry of Foreign Affairs in Abuja.
3. **Photocopy of document no. 2** above.
4. **Wedding photographs**
5. **Photocopy of Data page of passport** of the spouse residing in Nigeria
6. **Photocopy of Residence Permit** of the spouse residing in Spain
7. **Photocopy of the data page of passports** (old and new) of the spouse residing in Spain

2. POLICE CHARACTER CERTIFICATE

- **The applicant must attend IN PERSON as no representative will be allowed.**

- The “Reason for inquiry” in the Police Character Certificate form must be specified (e.g. Spanish nationality, Residence Visa, Student Visa, etc.)

Documents to be presented

a) If you are applying for Nationality in Spain:

1. Original of **Police Character Certificate** and finger prints, which must have been previously legalized by the Nigerian Ministry of Foreign Affairs in Abuja.
2. Current **international passport** and **photocopy** of the data page.
3. **Residence card** and **photocopy**
4. **Air ticket** to and fro and photocopy
5. “**Empadronamiento**” for the last 12 months.
6. “**Hoja de Vida Laboral**”

b) If you are applying for other type of visas (family reunion, work permit, non-lucrative visa, students, etc):

1. Original of Police Character Certificate and finger prints, which must have been previously legalized by the Nigerian Ministry of Foreign Affairs in Abuja.
2. Current international passport and photocopy of the data page.

3. BIRTH CERTIFICATE (SMALL) issued by NPC or Local Government.

The National Population Commission issues birth certificates to citizens born after 1992. Citizens who were born before 1992 and do not have the birth certificate issued by the Local Government need to swear to an affidavit (see number 4).

Documents to be presented

1. **Original of the Birth Certificate** (small)
2. **Copy of the birth certificate** which must be officially stamped and signed at the office where the original document was issued (NPC or Local Government) and, thereafter, legalized at the Ministry of Foreign Affairs in Abuja.
3. **Original of the Birth Certificate** issued by the hospital where he/she was born.

If the applicant is below the age of 18 years:

The application must be presented by the father, mother or legal guardian (the guardianship being issued by a Nigerian Magistrate Court).

If the parents live outside Nigeria they must send a Power of Attorney authorizing the representative.

Birth certificates are subject to investigation except where the certificate has been previously legalized, evidence of which must be presented (previously legalized birth certificate or Spanish residence visa).

4. AFFIDAVIT

a) DECLARATION OF AGE:

Documents to be presented

1. **Declaration of Age** for citizens born before 1992, **sworn to at the High Court of Justice of the place of birth**, by either parents or, in their absence: 1st, grandparents; 2nd, brothers/sisters from the same parents who must be older than the applicant. This affidavit must be duly signed by the declarant. **Initials, as signature, will not be accepted.** This declaration must be **legalized** by the Nigerian Ministry of Foreign Affairs, Abuja.
2. **Attestation of Birth.** The affidavit must be presented to the NATIONAL POPULATION COMMISSION in order to obtain an Attestation of Birth. This Attestation must be **legalized** by the Nigerian Ministry of Foreign Affairs, Abuja.

b) Affidavit of BACHELORHOOD / SPINSTERHOOD

Documents to be presented

1. Original and copy of **Affidavit of bachelorhood / spinsterhood sworn to at the High Court of Justice of the place of birth**, by either parents or, in their absence: 1st, grandparents; 2nd, brothers/sisters from the same parents who must be older than the applicant. This affidavit must be duly signed by the declarant. **Initials, as signature, will not be accepted.** This declaration must be **legalized** by the Nigerian Ministry of Foreign Affairs, Abuja.
2. Original and copy of **Certificate of bachelorhood / spinsterhood** emanating from the Federal Marriage Registry or an attestation of marital status / non-marriage certificate emanating from the Local Government of the state where you come from. *Note that certificates from the Federal Registry attract an additional fee of N15,000 for the investigation of the document.*
3. Original and copy of **Declaration of Age** for citizens born before 1992, **sworn to at the High Court of Justice of the place of birth**, by either parents or, in their absence: 1st, grandparents; 2nd, brothers/sisters from the same parents who must be older than the applicant. This affidavit must be duly signed by the declarant. **Initials, as signature, will not be accepted.** This declaration must be **legalized** by the Nigerian Ministry of Foreign Affairs, Abuja.
4. Original and copy of **Attestation of Birth**. The affidavit must be presented to the NATIONAL POPULATION COMMISSION in order to obtain an Attestation of Birth. This Attestation must be **legalized** by the Nigerian Ministry of Foreign Affairs, Abuja.
5. Original and copy of **Certificate of Origin** with the applicant's passport photograph stamped and signed by the Local Government of origin.

These documents are subject to investigation

5. SCHOOL CERTIFICATES

a) Certificates issued by WAEC or NECO

The applicant should request WAEC or NECO to forward the Statement of Result directly to the Consulate General of Spain.

Documents to be presented

1. **Original WAEC or NECO certificates.**
2. **Photocopy of the certificates endorsed with the seal and signature of the Ministry of Education and legalized** of the Ministry of Foreign Affairs in Abuja.

b) University /Polytechnic Certificates and Transcripts

1. **Original Certificate or Transcript.**
2. **Photocopy of university degrees or transcripts** endorsed by the University / Polytechnic which issued the documents and also endorsed with the seal and signature of the Ministry of Education, as well as that of the Ministry of Foreign Affairs in Abuja.
3. **Photocopy of No. 2 above.**

All Certificates and Transcripts are subject to investigation

6. DEATH CERTIFICATE

Document to be presented

- 1 **Original of the Death** Certificate issued by the National Population Commission **legalized** by the Nigerian Ministry of Foreign Affairs, Abuja.
- 2 **Photocopy of No. 1 above.**

This certificate is subject to investigation

NOTES

**The legalization process takes TWO WEEKS (except for documents subject to investigation)
The period of investigation is 2 months**