Stage 1 Search: US\$95 - Birth Registration Number is known.

If guests' Certificates need to be reprinted, and guests know the Birth Entry Number, for Birth Certificate we will make an application for the 2 Certified Certificates.

The fees of US\$95 will include the following procedures:

- All phones calls costs to the Registrar
- Fee for the Application for 2 Certified Certificates (Please allow about 21 days to process)
- All email correspondence with guests until Certificates are received by guests
- Registered Mailing of Certificates (Please allow about 28 days to reach you)

Stage 2 Search: US\$115 - Birth Registration not Known.

If guests' Birth Certificates need to be reprinted, and the Birth Registration is not Known, a first search for the Record will be made, and which can be successful the same day up to a couple of weeks. Upon finding the Record, we will make a new application of the said 2 Certified Certificates.

The fees of US\$115 will include the following procedures:

- Fee for the Search application of guests Records
- Fee for the Application for 2 Original Certificates (Please allow about 21 days to process)
- All email correspondence with guests until Certificates are received by guests
- Registered Mailing of Certificates (Please allow about 28 days to reach you)

IMPORTANT

- 1) If more than 2 copies are necessary, an additional US\$5 per extra copy will apply.
- **2)** If <u>once</u> the Birth Record is found, the 2 new Certified Copies need to be reprinted quicker than 3 weeks, an **Express Service** is available at an additional US\$20, and which provides us with new Birth Certificates within 10 working days from the day the Birth Record is located (instead of 21 days).
- 3) Should the Certificates be sent to the couple via Express Mail, such as DHL, and by the couple within 2 to 3 working days, will attract an additional of US\$45 for the US/Canada and US\$50 for Europe. The applicant may choose that option once the Birth Records have been located, and the Certified Birth Certificates being reprinted.

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