

BCV Document Authentication Order Form

Authentication Order Form

Service@bcvisa.com

Please fill out the attached BCV Document Authentication Order Form.

You must include payment information and provide an email address and a day-time phone number where you can be easily reached

Precess Fee

Chines Embassy Fee		Yes	No
Civil Docuemts	\$25 Per Documents		
Property or Comercial Documents	\$50 Per Documents		
Express surcharge (2-3 day) processing).	\$25 Per Documents		
Rush surcharge (1-2 day processing)	\$37Per Documents		
U.S Government Fee		Yes	No
Secretary of State Fees	Varesy by State		
US Department of State Fee	\$8 Per Documents		
BCV Service Fee		Yes	No
Chinese Embasse Authentication	\$ 99 Per Documents		
Express surcharge (2-3 day processing)			
Rush surcharge (1-2 day processing)			
US Secretary of State Service (optional)	\$49 Per Documents		
US Department of State Service (optional)	\$59 Per Documents		

Common civil documents include: diplomas, criminal background reports, teaching certificates, birth certificates, marriage certificates, and notarized ID copies.

Payment Method: Processing fees are paid by credit card only. The total charges include all government fees, BCV service fees listed above, consular processing fee and shipping fees.

Shipping Fee : \$35 via FedEx overnight delivery (domestic) or \$90 for FedEx International. All government payments are subject to 6.9% processing fee

BCV Document Authentication Order Form

Document Information

Date Need Back Document BY	
----------------------------	--

Service Type	Regular		Express
Document Type	Commercial		Civil

Total Number of Documents	
---------------------------	--

Contact Information

Name	Phone Number	Email:
------	--------------	--------

Service in Need			
Chinese Embassy Authentication	Yes	No	Number of Documents
U.S Department of State Authentication	Yes	No	Number of Documents
Secretary of State Certification	Yes	NO	Number of Documents

Documents Return Shipping Information

Name	Phone Number
Address 1:	
Address 2:	
City/State/Zip	

Payment Information

Card Number	
Name on the Card	EXP Date
Billing Address on the Card:	
Signature	Date

Choose a Fedex Shipping

FedEx Overnight \$35	
FedEx Staturday \$65	
FedEx International \$90.	