

Document Translation and Certification

What types of documents can FLS translate and certify?

We translate and certify birth certificates, marriage certificates, adoption records, divorce decrees, academic transcripts, academic diplomas, medical records, immigration support documents, financial support documents, and so on. We offer translation services in over 80 languages.

How much does the translation and certification cost?

Send your document(s) as an attachment to FLS at info@flstranslation.com to request an estimate. Our standard pricing includes 2 copies of the translated document, certification, and standard shipping.

How long will it take?

Our standard turnaround is 5-7 business days from the day you provide authorization to proceed. If you are unable to pick up the documents from our office in Huntsville, Alabama, please allow additional time for shipping.

What if I need my documents sooner?

Rush service is available for an additional 25% rush charge and the turnaround is 3-4 business days from the day of authorization. We also offer rush shipping upon request for an additional fee.

If you live near Huntsville, Alabama, please bring in the original document to our office at 3609-A5 Memorial Parkway S.W. Huntsville, Alabama 35801 to begin the translation and certification process.

If you reside outside of Huntsville, Alabama, please follow this process.

1. Email (info@flstranslation.com) a digital copy of the document needing translation or fax us the document at 256-880-1112 to request an estimate.
2. Upon receiving our estimate, email or fax a signed copy of the Document Translation and Certification Request and Agreement.
3. Send a notarized hardcopy of your document to FLS by mail. Your local bank should offer notary services for free, or you may contact a Notary Public who may provide this service or a fee. We recommend shipping through FedEx, UPS, certified mail, or priority mail to guarantee safety of delivery.
4. Please note that we are unable to ship the translated and certified document to you until we receive the notarized hardcopy of the original.

Send your certified document translation request to:

Attn: Document Translation and Certification Division
Foreign Language Services
3609-A5 Memorial Parkway S.W.
Huntsville, AL 35801

Be sure to include:

- Document Translation and Certification Request and Agreement (below)
- Notarized photocopies
- Check or money order of the deposit (if you are not paying by credit card)



