






Notary costs

(scale under *Public Notaries Act 1997*)

1 January 2024

Identification documents must be brought in with you.

	Work required	Incl. GST	Ex. GST
	Verifying a copy of a document (per six (6) minutes of time spent) without notarial certificate	\$ 71.50	65.00
	Verifying a copy of one document (≤ 5 pages) with notarial certificate i.e. bound with pink tape for the Australia Department of Foreign Affairs & Trade (DFAT) or foreign embassies	\$ 275.00	250.00
	Witnessing one person sign one document e.g. declarations, affidavits, powers of attorney without notarial certificate	\$ 176.00	160.00
	Witnessing one person sign one document e.g. declarations, affidavits, powers of attorney with notarial certificate	\$ 302.50	275.00
	Notarial certificate i.e. bound with pink tape verifying signing by a company for the Australia Department of Foreign Affairs & Trade (DFAT) or foreign embassies	\$ 440.00	400.00

Generally, costs range from about \$132.00 to \$275.00 depending on what is required.

More detailed fee information: <https://notarynsw.org.au/recommended-fees/>

The things that add to the cost include:-

- + **More pages**, where there is more than just a single document.
- + **More certificates**, where more than one notarial certificate has to be prepared & attached to documents.
- + **More people**, if there are more than one person who must be identified & signatures must be witnessed.
- + **Companies**, if companies are involved.
- + **Apostilles**, legalisation certificates must be obtained from the Department of Foreign Affairs & Trade (DFAT).
- + **Authentication** certificates, must be obtained from an embassy or consulate.