

## 附件 1

# 印尼附加证明书办理信息

印尼法律人权部是印尼签发附加证明书主管部门。申请人需在印尼官方网站 <http://apostille.ahu.go.id> 注册账号并登录，根据要求填写信息、上传公文书照片，审核通过后前往指定银行缴费，并携带公文书原件及付款凭证前往法律人权部授权服务点装订。

印尼附加证明书右上角具有防伪二维码和序列号，申请人可通过扫描二维码或登录 <http://apostille.ahu.go.id/verifikasi> 核验真伪。

印尼附加证明书样式：



The image shows a sample of an Indonesian Apostille Certificate. It features a decorative border with a repeating geometric pattern in blue and yellow. At the top left is the logo of the Ministry of Law and Human Rights, and at the top right is a QR code labeled 'KODE VERIFIKASI'. The central text reads 'KEMENTERIAN HUKUM DAN HAK ASASI MANUSIA REPUBLIK INDONESIA' and 'Ministry of Law and Human Rights Republic of Indonesia'. Below this, the word 'APOSTILLE' is prominently displayed, followed by '(Convention de La Haye du 5 octobre 1961)'. The certificate contains several numbered fields for information: 1. Negara REPUBLIK INDONESIA / Country REPUBLIK INDONESIA; 2. telah di tandatangani oleh / has been signed by; 3. bertindak dalam kewenangan sebagai / acting in the capacity of; 4. dibubuhi segel/cap / bears the seal/stamp of; 5. di Jakarta / at Jakarta; 6. tanggal / the; 7. oleh Direktur Otoritas Pusat dan Hukum Internasional / by Direktur Otoritas Pusat dan Hukum Internasional; 8. Nomor / No.; 9. Segel/Cap / Seal/stamp; 10. Tanda Tangan / Signature. There are two circular seals: one on the left with a tree-like emblem and the text 'DIREKTORAT JENDERAL ADMINISTRASI HUKUM UMUM', and another on the right with a scale of justice and the text 'DIREKTOR Otoritas Pusat dan Hukum Internasional'. At the bottom, there is a disclaimer in Indonesian and English: 'SERTIFIKAT APOSTILLE INI HANYA MENYATAKAN KEASLIAN TANDA TANGAN, KEWENANGAN PENANDA TANGAN DOKUMEN, DAN JIKA ADA, IDENTITAS SEGEL ATAU CAP YANG DILEKATKAN DI ATASNYA. THIS APOSTILLE CERTIFICATE ONLY CERTIFIES THE AUTHENTICITY OF THE SIGNATURE AND THE CAPACITY OF THE PERSON WHO HAS SIGNED THE PUBLIC DOCUMENT, AND WHERE APPROPRIATE, THE IDENTITY OF THE SEAL OR STAMP WHICH THE PUBLIC DOCUMENTS BEARS.'