

## **Judicial Records Certificate**

The electronic service “Judicial Records Certificate” enables citizens, subjects and foreign nationals to obtain online the judicial records certificate with an electronic seal, which is a document issued to prove whether a person or a subject has been convicted or not.

Based on the Decision No. 495, dated 13.09.2017 "On the approval of rules to benefit public electronic services" as well as Law No. 9614, dated 21.09.2006 "On electronic judicial records certificates ", this document with an electronic seal generated via the e-Albania portal, bears the same legal value as a physical hard copy document with a wet seal.

## **Necessary documentation**

*For foreign nationals:*

- Identification document

## **Steps of the procedure**

*For foreign nationals:*

- Choose your citizenship by clicking the respective button;
- Click the button “Continue with the application”;
- Click the button “Apply”;
- Fill out the electronic form;
- Upload the identification document and click “Send”;
- If it is found that data filled out in the form, are not compliant with the data in the identification document, the application will be refused and an email will be sent requesting to apply again and enter accurate data according to the document attached.
- If it is found that data filled out in the form, are compliant with the data in the identification document, the certificate with electronic seal will be sent to the email address you have specified in the application form.

## **Necessary time to receive the service**

3 - 5 work days from the moment of entry into the Judicial Records Unit

## **Period of validity**

3 months

## **Costs**

Free of charge

## **For more information**

For any questions or lack of clarity on the service use, you may contact to the address [helpdesk@e-albania.al](mailto:helpdesk@e-albania.al)