

IMPORTANT INFORMATION FOR CLIENTS

CERTIFIED AND LEGALIZED TRANSLATIONS IN BULGARIA

We increasingly receive questions and objections about why, during notarization or legalization, **the original document (or a copy thereof) is attached to the translation**, and why a so-called “connection stamp” or physical binding is applied.

This notice is intended to provide **clear, official and transparent information** about how certified translations are handled in the Republic of Bulgaria.

1. Official requirements in Bulgaria

Official translations in Bulgaria are regulated by:

The Regulations on Legalization, Certification and Translation of Documents issued by the Ministry of Foreign Affairs of the Republic of Bulgaria.

According to the applicable rules:

- ✓ official translations may only be performed by **sworn / certified translators** registered with the Ministry of Foreign Affairs (Article 18 of the Regulations);
 - ✓ the translator’s signature must be **notarized** (or certified by the Ministry of Foreign Affairs when the document is intended for use abroad) (Article 3, 4, 6, 7, 8, 11 of the Regulations)
 - ✓ the translation must fully and accurately reflect the original
 - ✓ the law does not regulate the physical form of binding, but it establishes legal requirements for validity
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2. Why the document is attached to the translation

Although the law does not describe the precise technical method for binding, **in practice, Bulgarian notaries, courts and the Ministry of Foreign Affairs require that the translation be clearly linked to the document and stamped with a binding seal** to which it relates.

This is not an arbitrary decision by our agency — it is a legal safeguard.

Binding ensures:

- prevention of page substitution
 - prevention of separation of the translation from the source document
 - unequivocal identification
 - legal responsibility of the notary
 - eligibility for legalization by the Ministry of Foreign Affairs
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3. “I do not want my document to be attached — it will be damaged”

We fully understand this concern. Therefore, we clarify:

 **We NEVER punch, glue, perforate or damage the original document.**

Binding does NOT mean:

-  punctures or holes in the original
-  glue

✗ damage

✗ alteration

Common professional practice:

- ✓ attaching a **copy** of the document
 - ✓ binding the translation together with the copy
 - ✓ applying a joint stamp
 - ✓ string or staple with minimal impact on the original
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4. “This is not required in another country”

Correct.

✓ **Each country has its own legal standards**

The requirements in Bulgaria **differ** from those in:

- Germany
- Italy
- Great Britain
- Turkey
- USA
- Ukraine
- Russia
- etc.

Often clients say:

"In Germany they accepted it without any problems..."

This is entirely possible.

📌 But **Bulgaria does not automatically recognize foreign practices.**

Every translation performed in Bulgaria follows **Bulgarian requirements.**

5. When physical binding is essential

- 📌 Notarial certification of translations
- 📌 Legalization by the Ministry of Foreign Affairs
- 📌 Court, Ministry of Interior, Ministry of Education
- 📌 Immigration and citizenship procedures
- 📌 Apostille-related documents

Failure to bind may result in refusal.

6. Why our agency requires this

We are guided by:

- ✓ Bulgarian law
- ✓ institutional practice
- ✓ notaries' requirements
- ✓ professional experience
- ✓ official procedures of the Ministry of Foreign Affairs

Our goal is to protect you from rejection and unnecessary additional costs.

7. If the client refuses binding

Please note:

- ! the institution may reject the document
- ! legalization may be refused
- ! responsibility lies with the client
- ! the agency bears no liability in such cases

8. Final statement

We are not making the process more difficult.

We are ensuring your document is legally accepted.

If you have doubts — ask before submission.

It is better to clarify now than to reissue later.