

LEGALIZATION

1. Legalization of Vietnamese documents for use in Austria:

Such documents must be authenticated by the Consular Department of the Vietnamese Ministry of Foreign Affairs¹ in Ha Noi or by the representative office of the Vietnamese Ministry of Foreign Affairs in Ho Chi Minh City², then legalized by the Austrian Embassy in Ha Noi.

2. Legalization of Vietnamese documents for use in Slovenia:

Such documents must be authenticated by the Consular Department of the Vietnamese Ministry of Foreign Affairs in Ha Noi or by the representative office of the Vietnamese Ministry of Foreign Affairs in Ho Chi Minh City, then legalized **either** by the Slovenian Embassy in Beijing (China) **or** by the Vietnamese Embassy in Austria.

The following documents must be submitted (to the Vietnamese Embassy in Austria):

- Application for Legalization ([download](#)).
- Original document authenticated by the Consular Department of the Vietnamese Ministry of Foreign Affairs in Ha Noi or the representative office of the Vietnamese Ministry of Foreign Affairs in Ho Chi Minh City.
- Copy of the document for filing at the embassy.
- Fee: cash payment only
- Processing time: 3-5 working days.

3. Legalization of Austrian and Slovenian documents for use in Vietnam:

These documents must be certified by the Austrian or Slovenian Foreign Ministry and then legalized by the Vietnamese Embassy in Vienna.

The following documents must be submitted:

- Application for Legalization ([download](#)).
- Original document with authentication by the Austrian or Slovenian Foreign Ministry.
- Certified Translation of the document in English or Vietnamese if it is not written in these languages.
- Copy of the document for filing at the embassy.
- Fee: cash payment only
- Processing time: 3-5 working days.

¹ Vietnamese: Cục Lãnh sự - Bộ Ngoại giao, 40 Trần Phú Str., Ba Đình District, Hà Nội

² Vietnamese: Sở Ngoại vụ thành phố Hồ Chí Minh, 6 Alexandre de Rhodes 6, 1. District, Ho Chi Minh City

In order to avoid the additional costs for the translation service, the embassy recommends writing the documents in two languages (German – English, German – Vietnamese or English – Vietnamese).

Opening hours:

Monday and Wednesday: from 9:00 a.m. to 12:00 p.m

(The embassy does not provide information on consular matters during this time frame).

Address:

Embassy of Vietnam

Felix-Mottl-Str. 20, 1190 Vienna, Austria

Contact:

Telephone information service: Tuesdays, Wednesdays and Thursdays from 2 p.m. to 5 p.m

- For English: +43-1-36 80 755 10
- For German: +43-1-36 80 755 12

E-mail: consular@vietnamembassy.at