

## URUGUAY

### Apostille Questionnaire 2021

*The responses are reflected as provided by Contracting Parties subject to minor typographical corrections.*

Joining the Apostille Convention	
1. Did you join the Convention after 2010?	[a] Yes.
<i>For Parties that joined the Convention after 2010.</i> 1.1. Did you require implementing legislation to give the Apostille Convention the force of law?	Yes. <i>Law Number 18836 15 nov 2011</i> <i>Decree Number 322/2012 03 oct 2012</i> <a href="http://www.impo.com.uy/bases/leyes/18836-2011/1#:~:text=Art%C3%ADculo%20Unico,Texto%20de%20la%20Norma%20Internacional.">http://www.impo.com.uy/bases/leyes/18836-2011/1#:~:text=Art%C3%ADculo%20Unico,Texto%20de%20la%20Norma%20Internacional.</a>  <a href="http://www.impo.com.uy/bases/decretos/322-2012">http://www.impo.com.uy/bases/decretos/322-2012</a>
2. Are foreign public documents exempted from legalisation by virtue of your internal law, practice, or any bilateral / multilateral agreements (excluding the Apostille Convention)?	[a] Yes, under internal law. <i>General Code of Process Art 527.2 Judicial Documents</i> <i>Law 19249 Art. 157 Migratory Foreign Documents</i>  [b] Yes, under bilateral / multilateral agreements. <i>Law 17110 Art. 23 Bilateral with France</i> <i>Law 19214 Bilateral with Brazil</i> <i>Interamerican Convention on Letters Rogatory 30 jan 1975</i> <i>Ratified by Law 14.534 24 june 1976</i> <i>Las Leñas Protocol 27 june 2002 Ratified by Law 16.971 15 june 1998</i>
Competent Authorities	
3. How many Competent Authorities have you designated under the Apostille Convention? <i>If unknown, please specify the reason for this and provide an approximate number.</i>	One Authority: Ministry of Foreign Affairs
4. Do your diplomatic missions abroad play a role in the Apostille issuance process?	[d] No.
Substantive Scope	
5. Is the concept of 'public document' defined in your internal law?	[a] Yes. <i>Article 1574 of Civil Code - Law 16603 19 oct 1994.</i> <a href="https://www.impo.com.uy/bases/codigo-civil/16603-1994">https://www.impo.com.uy/bases/codigo-civil/16603-1994</a> <i>"Art 1574 Instrumentos públicos son todos aquellos que, revestidos de un carácter oficial, han sido redactados o extendidos por funcionarios competentes, según las formas requeridas y dentro del límite de sus atribuciones. Todo instrumento público es un título auténtico y como tal hace plena fe, mientras no se demuestre lo contrario mediante tacha de falsedad.</i> <i>Otorgado ante Escribano e incorporado en un protocolo o registro público, se llama escritura pública.</i> <i>Se tiene también por escritura pública la otorgada ante funcionario autorizado al efecto por las leyes y con los requisitos que ellas prescriban."</i>
6. Have you experienced any difficulties in characterising a 'public document' for the purposes of the Apostille Convention?	[b] No.

7.	Has the exclusion of 'documents executed by diplomatic or consular agents' (Art. 1(3)(a)) from the scope of the Apostille Convention given rise to any difficulties?	[c] No.		
8.	Do you think this Art. 1(3)(a) exclusion is justified in the context of the modern operation of the Convention?	[a] Yes.		
9.	Has the exclusion of 'administrative documents dealing directly with commercial or customs operations' (Art. 1(3)(b)) from the scope of the Apostille Convention given rise to any difficulties?	[c] No.		
10.	Do you think this Art. 1(3)(b) exclusion is justified in the context of the modern operation of the Convention?	[b] No.		
11.	Do you issue (outgoing) or accept (incoming) Apostilles for any of the following categories of document?		Issue	Accept
		Certificates of origin	X	
		Export licences	X	
		Import licences	X	
		Health and safety certificates issued by the relevant government authorities or agencies	X	
		Certificates of products registration	X	
		Certificates of conformity		
		End user certificates (i.e. documents certifying that the buyer is the end user of acquired goods)		
	Commercial invoices			
<b>Apostille Process</b>				
<b>Certification of Public Documents</b>				
12.	Do any of your public documents require some other intermediate certification before the issuance of an Apostille?	[a] Yes, an intermediate certification is required for some categories of public documents.		
<i>For Parties that answered yes to Q12.</i> 12.1. What categories of public document require intermediate certification and why?	Category of public document	Why certification is required		
	NOTARY AND JUDICIARY DOCUMENTS	THE SUPREME COURT OF JUSTICE CERTIFIES THE NOTARY SIGNATURE		
	EDUCATION DOCUMENTS	THE MINISTRY OF CULTURE AND EDUCATION CERTIFIES THE SIGNATURE		
	OTHER DOCUMENTS	DOCUMENTS ISSUED OUTSIDE MONTEVIDEO NEED TO BE CERTIFIED BY THE HEADQUARTERS IN MONTEVIDEO		

Requesting an Apostille (Outgoing)			
13. How can an Apostille be requested?	[a]	In person.	X
	[b]	By post.	
	[c]	By email.	X
	[d]	Through a website.	X
	[e]	Other.	
14. When issuing an Apostille, do you enquire about the State of destination?	[b]	Yes, the enquiry is made orally.	
15. How long does it take for an Apostille to be issued?	In-person request (paper Apostille)	Other requests (from the time of receipt) (paper Apostille)	e-Apostille requests
	On the spot	On the spot	
16. Does your Competent Authority impose a fee for issuing an Apostille?	[a]	Yes, a single price for all Apostilles. APPROXIMATELY 12.7 US DOLLARS	
Issuing an Apostille (Outgoing)			
17. How is the origin of a public document verified for the purpose of issuing an Apostille (i.e. verification of the authenticity of the signature, the capacity of the signer, and the identity of the seal / stamp (Art. 5(2))?	[a]	Single Competent Authority.	
	[ii]	An electronic database of sample signatures / seals / stamps.	
18. How does a Competent Authority address situations where it is unable to verify the origin of the public document?	[b]	The Competent Authority will contact the issuing authority to confirm authenticity but will not issue the Apostille until the new signature, stamp or seal is added to the database.	
19. In what language(s) are the 10 standard items of your Apostilles available?	[c]	In three languages. SPANISH, ENGLISH AND FRENCH	
20. In what language(s) are the blank fields of your Apostilles filled in?	[a]	In one language. SPANISH	
21. How are the blank fields of your Apostilles filled in?	[b]	Using computer software. OFFICIAL SOFTWARE OF THE MINISTRY OF FOREIGN AFFAIRS	
Apostille Registers			
22. How is your Apostille register, required by Article 7, maintained?	[a]	Single Competent Authority.	
	[i]	Electronic form, publicly accessible online (e-Register).	
23. What particulars are contained in your Apostille register?	[a]	Number and date of the Apostille (required).	X
	[b]	Name and capacity of the person signing the document and / or the name of authority whose seal or stamp is affixed (required).	X
	[c]	Name and / or type of underlying document.	X
	[d]	Description of the contents of underlying document.	
	[e]	Name of the applicant.	
	[f]	State of destination.	

	[g] Copy of the Apostille.	
	[h] Copy of the underlying document.	
	[i] Other.	
24. Is there a limit to how long records can be retained on the Apostille register?	[d] No.	
25. If your register is <i>not</i> publicly accessible, how frequently do your Competent Authorities receive requests to verify an Apostille they have issued in the register?	[g] Not applicable, register is publicly accessible.	
<b>Technology &amp; the e-APP</b>		
26. Under your internal law, do you recognise electronic / digital signatures as functionally equivalent to handwritten signatures (i.e. can a public document be signed electronically)?	[a] Yes. <i>Law 18.600 Electronic documents and signature 5 nov 2009</i> <a href="https://www.impo.com.uy/bases/leyes/18600-2009">https://www.impo.com.uy/bases/leyes/18600-2009</a>	
27. Under your internal law, are public documents executed, or able to be executed, in electronic form (whether or not they are to be used abroad under the Convention)?	[a] Yes.	
<i>For Parties that answered yes to Q27.</i> 27.1. What categories of public documents are executed, or able to be executed, in electronic form (whether or not they are to be used abroad under the Convention)?	[a] All public documents.	
	[b] Civil status documents (e.g. birth, death and marriage certificates) and certificates of non-impediment.	X
	[c] Other administrative documents (including decisions from administrative tribunals or decision-making bodies).	
	[d] Extracts from commercial registers and other registers.	
	[e] Notarial authentications of signatures.	
	[f] Other notarial acts.	
	[g] Diplomas and other education documents.	
	[h] Court documents, including judgments.	
	[i] Patents or other documents pertaining to intellectual property rights.	
	[j] Documents relating to adoptions.	
	[k] Translations.	
	[l] Medical or health certificates.	
	[m] Criminal records.	X
	[n] Import or export licences.	
[o] Certificates of origin.		
[p] Certificates of conformity.		
[q] Other.	X	

<p><i>For Parties that answered yes to Q27.</i> 27.2. Approximately what percentage of your public documents are originally executed in electronic form (whether or not they are to be used abroad under the Convention)?</p>	NO INFORMATION	
28. Do you issue e-Apostilles?	<p>[b] No. [i] We are studying the use of e-Apostilles and plan to implement the e-Apostille component. <i>ONGOING PROCESS</i></p>	
<p><i>For Parties that answered no to Q28.</i> 28.1. What challenges are you facing that may prevent you from implementing the e-Apostille?</p>	[a] Internal law limitations.	
	[b] Judicial or administrative structure.	
	[c] Implementation challenges (e.g. lack of resources, lack of infrastructure).	
	[d] Cost.	X
	[e] System interoperability / compatibility.	X
	[f] Security concerns.	
	[g] Other.	
<p><i>For Parties that answered no to Q28.</i> 28.2. How do you issue an Apostille for a public document executed in electronic form?</p>	[b] By paper Apostille, attached to a hard copy of the electronic public document.	
29. Are your authorities equipped to accept incoming e-Apostilles?	<p>[b] Yes, but on certain conditions. <i>IT DEPENDS ON THE AUTHORITY THAT RECEIVES THE DOCUMENTS</i></p>	
30. Do you maintain an e-Register?	<p>[b] No. [ii] We are not currently planning to implement the e-Register component.</p>	
<p><i>For Parties that answered no to Q30.</i> 30.1. What challenges are you facing that may prevent you from implementing the e-Register?</p>	[a] Internal law limitations.	
	[b] Judicial or administrative structure.	
	[c] Implementation challenges (e.g. lack of resources, lack of infrastructure).	
	[d] Cost.	X
	[e] System interoperability / compatibility.	X
	[f] Security concerns.	
	[g] Other.	
31. Have you been in contact with other Competent Authorities that operate an e-APP component and exchanged information and / or relevant experience?	<p>[a] Yes. <i>PARTICIPATION OF THE E-APOSTILLE SUMMIT 2019</i></p>	
<b>Issues with Apostilles</b>		
32. Has an Apostille <i>issued</i> by your Competent Authority ever been refused by the authorities of another Contracting Party on the following grounds:	[a] Form requirements (e.g. square-shaped, sides of at least nine centimetres, border, ink, etc).	
	[b] The manner in which the Apostille was affixed / attached to the underlying document.	
	[c] The Apostille was not signed.	

	[d] One or more of the standard informational items were not filled in.	
	[e] The Apostille was in electronic form ( <i>an e-Apostille</i> ).	
	[f] The underlying public document was in electronic form.	
	[g] The underlying public document had expired / was not issued within a certain timeframe.	
	[h] The underlying document was not a public document under the law of the destination.	
	[i] Other.	
	[j] Unknown.	X
	[k] No / Not applicable.	
<p><i>For Parties that answered other than "No" to Q32.</i>                      32.1. If an Apostille was rejected, what action did you take?</p>	[a] The Apostille was reissued.	
	[b] Contacted the receiving authority.	
	[c] Contacted the Competent Authority of the place of destination.	X
	[d] Contacted nearest diplomatic mission of the place of destination.	X
	[e] Contacted own diplomatic mission accredited to the place of destination.	
	[f] Contacted the Permanent Bureau.	
	[g] No action taken.	
	[h] Other.	
	[i] Unknown.	
33. Has your Competent Authority ever been requested by external Competent Authorities to certify or confirm your procedure for issuing Apostilles?	[b] No.	
34. Has an Apostille <i>received</i> by your authorities ever been refused on the following grounds:	[a] The issuing State was not a Contracting Party to the Apostille Convention.	
	[b] Form requirements (e.g. square-shaped, sides of at least nine centimetres, border, ink, etc).	
	[c] The manner in which the Apostille was affixed / attached to the underlying document.	
	[d] The Apostille was not signed.	
	[e] One or more of the standard informational items were not filled in.	

	[f] The Apostille was in electronic form ( <i>an e-Apostille</i> ).	
	[g] The underlying public document was in electronic form.	
	[h] The underlying public document had expired / was not issued within a certain timeframe.	
	[i] The underlying document was not a public document under the law of the destination.	
	[j] Other.	
	[k] Unknown.	X
	[l] No / Not applicable.	
<b>Miscellaneous</b>		
35. Would you be interested in attending the 2021 meeting of the Special Commission on the practical operation of the Apostille Convention?	[a] Yes, if possible, in person.	
36. Have you encountered any persistent difficulties, issues, or challenges in the operation of the Apostille Convention that you would like discussed at the 2021 Special Commission? <i>If yes, would you like your answer to this question to be published without reference to your authority or State?</i>	[a] Yes.	
37. Do you have any suggestions that could assist in the promotion, implementation, or operation of the Apostille Convention? <i>If yes, would you like your answer to this question to be published without reference to your authority or State?</i>	[a] Yes. <i>BROADER ACCEPTANCE OF THE E-APOSTILLE CREATION BY THE HCCH OF A UNIVERSAL APOSTILLE PROCEDURE SOFTWARE TO BE USED BY ALL THE CONVENTION PARTS HOW TO AVOID EXCESSIVE USE OF PAPER</i>	
38. Would you be interested in attending the 12 <sup>th</sup> International Forum on the e-APP (to be held in conjunction with the meeting of the Special Commission)?	[a] Yes, if possible, in person.	
39. Are there any specific topics or practical issues that you would like discussed at the e-APP Forum? <i>If yes, would you like your answer to this question to be published without reference to your authority or State?</i>	[a] Yes. <i>BROADER ACCEPTANCE OF THE E-APOSTILLE CREATION BY THE HCCH OF A UNIVERSAL APOSTILLE PROCEDURE SOFTWARE TO BE USED BY ALL THE CONVENTION PARTS</i>	
40. The Permanent Bureau is in the process of drafting a 2 <sup>nd</sup> edition of the Apostille Handbook. Are there any specific topics, suggestions for presentation or formatting, or any other proposals for inclusion? <i>Please note that answers to this question will not be incorporated into the first draft of the 2<sup>nd</sup> edition. The PB will take them into account in preparing subsequent drafts.</i> <i>If yes, would you like your answer to this question to be published without reference to your authority or State?</i>	[b] No.	