

## Consular

### IMPORTANT NOTICE

-

All consular fees should be paid in dollars and are non-refundable.

-

Applicants are advised to read through all the requirements on the website and ensure they possess all the required documents before visiting the Embassy in order to avoid any unnecessary delays.

-

Enquiries will be answered through phone or e-mail

-

Documents submitted will be collected on the next consular day

-

All applicants residing outside Budapest or Hungary are advised to inquire from the Consular Department or book an appointment before visiting the Embassy to avoid unnecessary delays

-

Applicants residing outside Hungary can send their documents through DHL/FedEx/UPS, but must get confirmation from the Consular Department before doing so. Payment of consular fees will be done by Western Union

-

All letters of request should be addressed to the Consular Department, Embassy of Nigeria, Budapest, Hungary

-

All submitted documents should be in English

### CONSULAR SERVICES

## Age declaration

The Embassy does not currently issue this document. Nigerians without birth certificates are advised to obtain an affidavit from Nigeria. This document should be authenticated by the Consular and Legal Department, Ministry of Foreign Affairs, Abuja

## Authentication of documents

The Embassy authenticates the following:

- Documents issued in Nigeria which must have been authenticated by the Consular and Legal Department, Ministry of Foreign Affairs, Abuja. Documents include educational certificates, affidavits, police character report e.t.c
- School diplomas issued in Hungary and authenticated by the appropriate authority
- Certificate of pharmaceutical products which has to be translated in English and authenticated by the relevant authority in the applicant's country
- Other documents which must be translated in English

## Requirements:

- Submission of relevant documents to be authenticated
- Authentication fee of \$30 per page

## Change of name

Applicants must submit to the Embassy a publication of his or her name in any of the Nigeria-based newspapers.

## Requirements:

- Valid Nigerian passport

- \$25 fee (non-refundable)
- Written request addressed to the Consular Department
- Marriage Certificate (where applicable)

The name change will be indicated on the "Observation" page of the Nigerian passport.

#### Emergency Travel Certificate

Emergency Travel Certificate (ETC) is issued to Nigerians who legitimately lose their passports while abroad on visits and resident Nigerians abroad, to enable them return to Nigeria. ETC is usually issued for a one-way journey to Nigeria only and must be surrendered to the Immigration authorities at the port of entry. Validity of ETC ranges from one (1) month to three (3) months from the date of issue

#### Requirements:

- Written request for ETC
- Hungarian Police Report about the loss of passport
- Confirmed print-out or copy of air ticket
- One passport photograph
- \$100 fee (non-refundable)

#### Marriage Certificate

This certificate is issued to Nigerians resident in Hungary and other countries of concurrent accreditation (Slovenia, Bosnia, Serbia and Croatia) who are seeking to get married for the first time or remarry.

#### Requirements for Nigerians:

- Valid Nigerian e-passport of applicant
- Valid residence permit of applicant
- Official request addressed to the Embassy requesting for Marriage Certificate
- Original copy of birth certificate or age declaration authenticated by the Consular and Legal Department, Ministry of Foreign Affairs, Abuja
- Original copy of bachelorhood affidavit authenticated by the Consular and Legal Department, Ministry of Foreign Affairs, Abuja

- Fee of \$25 (non- refundable)
- Completed marriage declaration data sheet form
- A copy of all submitted documents
- Proof of divorce if previously married (where applicable)

Requirements for the Hungarian or other nationals:

- Letter addressed to Embassy declaring that he/she is marrying out of his/her own free will
- Address card and ID card
- Proof of divorce if previously married (where applicable)
- All documents should be in ENGLISH

Download datasheet for marriage declaration

#### Police Character Certificate

This certificate can only be issued by the Nigerian Police.

Nigerians wishing to obtain this certificate would need to get the required form from Nigeria. The applicant will then be required to do the thumb printing in the presence of the consular officer.

#### Renunciation of citizenship

Requirements:

- Valid Nigerian passport
- Official letter addressed to the Embassy requesting to renounce nationality
- One passport photograph
- Fee of \$250 (non- refundable)
- Letter from appropriate authority
- Filled Renunciation form

#### Student Certificate

This certificate is issued to Nigerian students in Hungary and countries of current accreditation (Slovenia, Bosnia, Serbia and Croatia) to enable their parents transfer school funds from Nigeria.

Requirements:

- Written request to the Consular Department
- Valid residence permit
- Valid Nigerian passport
- Letter from applicant's school indicating current tuition fees
- Fee of \$25 (non- refundable)