ECUAPASS / DOCUMENT PREPARATION

FBI & apostille readiness

Fill this in before ordering, handing off, or submitting documents. This is a preparation tool; the current requirements for your visa route still control.

Visa route / category

Current location

Certificate / issuing authority required

Who or what confirmed this requirement?

Countries / residence history to check

Rule checked on / source reference

01 Before the request

- [ ] I confirmed which certificates are needed for my route and history.
- [ ] I checked my location and eligibility before choosing a channeler.
- [ ] I confirmed the fingerprint instructions and delivery method.

02 Before the apostille handoff

- [ ] I have the official result and checked its identifying information.
- [ ] My FBI result is going through the federal authentication route.
- [ ] I have not notarized the original FBI result.
- [ ] I know who prints/submits, what fees are included, and how it returns.

A PDF result is not the finished apostille.

Ask the provider which format it accepts, what starts its turnaround estimate, and what happens if the document needs correction.

Track the handoffs

Keep the record, apostille, and required Spanish translation together. Save this completed worksheet locally; share sensitive documents only through the agreed private process.

Record issue date

Apostille date

Relevant entry date (if applicable)

Applicable date rule / source (confirm, do not guess)

Translation / formalization requirement and who confirmed it

03 Before submission

- [ ] Every page is included, with clear scans and originals safely stored.
- [ ] Identity details match and the translation covers the correct bundle.
- [ ] The applicable date rule has been checked against my circumstances.
- [ ] Any record, missing disposition, or open question has a next action.

04 Assign the next action

Next action / unresolved question

Who owns it?

Follow-up date

Ask Chip about your documents and next steps.

EcuaPass.com/intake

Official references: FBI Identity History Summary instructions; U.S. Department of State authentication instructions. Links and dated research are in the accompanying guide.