

Please complete Passport Holder's name (and use ink and capital letters, if handwriting)

Initials .....

Family name .....

Date of Travel .....



Do NOT use this application form if:

- You are under 16 – use Form C2;
- You are a British National (Overseas) (usually those who have a connection with Hong Kong who are eligible for BN(O) status should use Form (x));
- You are applying for a gratis war veteran passport (those who were born before September 1929 and are otherwise eligible for such a passport should use an Identity and Passport Services (IPS) Form SE04;
- You intend to make the passport application in the UK (use IPS Forms (x)) as relevant.

# Application for United Kingdom Passport for applicants Aged 16 or over (FORM C1)

## COMPLETION OF THIS APPLICATION FORM

Use this application form if you are applying for a United Kingdom passport abroad and are a British Citizen, British Overseas Territories Citizen, British Overseas Citizen, British subject or British protected person. Passport application forms and further details concerning passport applications to be made abroad can be obtained from [www.fco.gov.uk](http://www.fco.gov.uk), a British Embassy, or other British consular section.

**A non - refundable fee is payable in local currency at the time of the passport application. Where the new passport is to be sent to you by post, or courier please send the appropriate postal charges (including registered post fee) with the remittance.**

If you were born before 1 September 1929, the IPS offer a gratis “war veteran” passport. We can forward application Form SE04 on your behalf, but you will need to use the IPS application form available from our offices. If you apply for a gratis “war veteran” passport please allow 6-8 weeks, as these applications are processed by IPS in the UK.

Dual nationality: if you possess the nationality or citizenship of another country, you may lose this when you acquire a British passport. Please check with the authorities of the other country before making your application.

How long does it take to get a passport? Wherever possible, please submit the application, whether by post or in person, at least 4 weeks before you need the passport, and at least 6 weeks if you have not previously held a British passport. If you enter a Date of Travel below we will try to issue the passport before then. Do not make arrangements for travel before you have your new passport. The passport issuing office dealing with your application can advise. If your passport is due to expire, we strongly advise that you apply for a replacement passport with enough time for issue of the replacement passport, before expiry of your existing passport: You can apply for a replacement passport any time before your existing passport expires and we can add up to 9 months validity from your current passport to your new one.

### DATA PROTECTION

Information contained in this form and on the passport record to which this application relates may be passed to other government departments and agencies and law enforcement agencies for the purpose of checking your application and in the subsequent use of any passport issued as a result of this application.

There is a separate sheet of Notes (Notes for Form C1) to help you complete this application form. Please refer to these whenever this application form tells you to, and follow the symbols, e.g # to **INTERPRETATION for definitions at the back of the form.**

If you do not complete all of the sections as indicated, your application will be returned.

### Type of service required

If you have one, you should submit your previous British passport with this application.

Please tick the following box(es) as appropriate. This is:

**A** your first standard UK passport or a replacement for a standard UK passport that is lost, stolen or otherwise unavailable  
..... **First Passport** ☐ **Lost/Stolen/Unavailable** ☐

**B** the renewal of your existing standard UK passport..... ☐

Do you wish to apply for a 48 page passport?..... ☐ (See Note 8)

Please  
initial here

Next action

THE SPACE BELOW IS FOR OFFICIAL USE ONLY

Please use ink and capital letters, if handwriting.  
Write all dates using the format dd/mm/yy

1a

APPLICANT

Please complete Passport Holder's name:

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other (Please state) ☐

Surname

Forenames

If applicable maiden name

Age last birthday

Sex: Male ☐ Female ☐

Permanent address (if return address is different please enter in Section 7)

Postcode

Daytime telephone no.  
(we may need to get in touch with you urgently)

Email address

Town of birth

Country of birth

Date of birth

Have you changed your name other than by marriage or adoption?

Yes ☐ No ☐

What were your previous forenames?

What were your previous surnames?

Were you born in a foreign country and your birth registered at a British Consulate?

Yes ☐ No ☐

Name of British Consulate

Date of registration

1b

Were you naturalised or registered as a British subject, citizen of the United Kingdom and Colonies, British citizen, British Dependent/Overseas Territories citizen, British Overseas citizen or British protected person?

Yes ☐ No ☐

See Note 1 and then complete details of citizenship documents

Number of document

Place of issue

Date of issue

Go to Section 2

2

Were you born in the UK after 31 December 1982, or outside the United Kingdom\* or a qualifying territory<sup>II</sup>?

Yes ☐ No ☐

See Notes 2 and 3 and then complete this section

PARENTS

Father's# details

His full name, surname first

His town and country of birth

His date of birth

His citizenship **at the time of your birth**, and if he was not a British citizen, his immigration status in the United Kingdom\*

If he has a British passport give:

Number of passport

Place and date of issue

If he became a British subject, citizen of the United Kingdom and colonies, British citizen, British Dependent/Overseas Territories citizen, British Overseas citizen or British protected person by naturalisation or registration give:

Number of his citizenship document

Place and date of issue

Mother's details

Her full name, surname first

Her town and country of birth

Her date of birth

Her citizenship **at the time of your birth**, and if she was not a British citizen, her immigration status in the United Kingdom\*

If she has a British passport give:

Number of passport

Place and date of issue

If she became a British subject, citizen of the United Kingdom and colonies, British citizen, British Dependent/Overseas Territories citizen, British Overseas citizen or British protected person by naturalisation or registration give:

Number of her citizenship document

Place and date of issue

If applicable, Parents' marriage

Date of marriage

Place of marriage

If neither parent was born in the United Kingdom\* or a qualifying territory<sup>II</sup> or naturalised/registered as a British national, please give town, country and date of birth of all four grandparents in Section 7 and then return to Section 3.

Go to Section 3

Please initial here

**3a** Are you a married, widowed or divorced woman whose claim to British nationality is through marriage to a British man before 1 January 1949? Yes ☐ No ☐

See Note 4 then complete this section

**Marriage**

If applicable town and country of marriage

Date of marriage

**Husband's details** (includes former or late husband)

His full name, surname first

His town and country of birth

His date of birth

His nationality

If applicable

Date of divorce

Date of death

**3b** Was your husband born outside the United Kingdom\*? Yes ☐ No ☐

Did he become a British subject, by his own naturalisation or registration? Yes ☐ No ☐

Number of his citizenship document

Place and date of issue

Did he become a British subject, by descent through his father?# Yes ☐ No ☐

Father's# full name, surname first

Father's# town and country of birth

Father's# date of birth

Did his father# acquire his British nationality by naturalisation or registration? Yes ☐ No ☐

Number of father's# citizenship document

Place and date of issue

Have you been married more than once? Yes ☐ No ☐

Please give details, as above, in respect of each of your husbands in Section 7 and then return to Section 4

**4** Previous Passports See Note 5

Have you had any sort of passport or travel document before or been included in one? Yes ☐ No ☐

Is the previous passport or travel document attached? Yes ☐ No ☐

Previous passport number

Go to Section 6

**5** If not give details of previous passport which has been lost, stolen or is not available. You also need to complete an LS01 Form. See note 6

Previous passport number

issued at

in (year)

Your name at the time of issue

How the passport was lost/stolen or why it is not available

Date and place of loss/theft

When the loss was reported to the police, and where

Have you lost or had a British passport stolen before? Yes ☐ No ☐

Please give details in Section 7 and then return to Section 6

**6** EMERGENCY CONTACTS Important must be completed by all applicants

Please give the names of two relatives or friends who can be contacted if you meet with an accident. This information will only be used in an emergency.

Name

Address

Postcode

Tel. number

Relationship (if any)

Name

Address

Postcode

Tel. number

Relationship (if any)

Go to section 7

Please initial here

[illegible]

## 8 Undertakings

To be signed by all applicants

I, the undersigned, declare that I am 16 years or over (or will be within two weeks) and that:

- 1 I have not previously held a passport or other travel document of any description, or been included in one, other than that stated above.
- 2 I have made no other application for a passport, other than that stated above.
- 3 This application does not break the terms of any court order in any jurisdiction.
- 4 (delete if not appropriate) If the passport mentioned in **Section 5** comes again into my possession, I will return it immediately to a British passport issuing authority.
- 5 I do not owe money to Her Majesty's Government for repatriation or similar relief.
- 6 I have not been adopted outside the United Kingdom\* or a qualifying territory<sup>II</sup>, except as mentioned in **Section 7**.
- 7 I am a;  
British citizen or  
British Overseas Territories citizen or  
British Overseas citizen or  
British subject or  
British protected person  
and I have not lost or renounced this status.
- 8 I, or the person named in **Section 1a** of this application (if different), understand that by voluntarily applying for a British passport, I may lose my citizenship of another country.
- 9 All information given in this application is correct to the best of my knowledge and belief.

NB. When signing this application form I am in ..... (country)

Date \_\_\_\_\_

**IMPORTANT - KEEP WITHIN BORDER.**

Failure to comply with this instruction will invalidate the application.

**Go to Section 9**

**9 Countersignature. THIS SECTION MUST BE COMPLETED BY THE COUNTERSIGNATORY.**  
By countersigning this application, you agree to us checking passport records to confirm your countersignature. See Note 7

- 1 Please read the CAUTION below
- 2 Endorse the back of the photograph by writing 'I certify that this is a true likeness of (insert name of applicant)' and add your signature, and the date on which the likeness was compared. Read what the applicant has put on this form, and
- 3 Complete the following in ink and capital letters.

I, (insert your full name)

- 1 Please read the CAUTION below
- 2 Endorse the back of the photograph by writing 'I certify that this is a true likeness of (insert name of applicant)' and add your signature, and the date on which the likeness was compared. Read what the applicant has put on this form, and
- 3 Complete the following in ink and capital letters.

I, (insert your full name)

certify that the applicant (whose signature appears in Section 8) has been known personally to me for \_\_\_\_\_ years, and that to the best of my knowledge and belief the facts stated on this form are correct.

I am a British Citizen/Citizen of (insert country)

## SIGN

Profession (and professional qualifications)
----------------------------------------------

Name of firm, business address  
or official stamp (if applicable)

Current British passport number (if applicable)

Daytime telephone number	Date
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## Checklist

**When you have completed the form**

Please check that you have enclosed all of the following:-

Photographs (one certified on back)–See Note 9 ..... ☐

Fee—See Note 10

**Fees are not refundable**..... ☐

Documents—**See Note 11** ..... ☐  
and remember to sign the form **at Section 8 'Declaration'**

**It is IMPORTANT that all applicants read notes**

**FOR OFFICIAL USE ONLY**

### CAUTION

**You are warned that the making of an untrue statement for the purpose of procuring a passport is a criminal offence. A check may be made on the authenticity of countersignatories. The application should not be countersigned until the form has been completed, signed and dated by the applicant.**