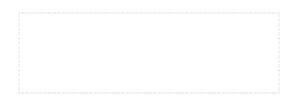
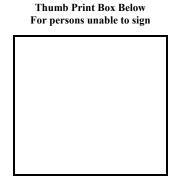


## Jamaican Passport Application Form Please read the information sheet carefully before completing this form

Α	APPLICANT'S PERSONAL DATA				
	Surname	Profession or Occupation			
	First Name				
	Middle Name(s)	Marital Status			
		Single Divorced Married Widowed			
	Maiden Surname (family name at birth)				
		Eye Colour			
	Previous Name: (If name has been changed other than by marriage)	Dark Brown O Brown O Grey O			
	Place of Birth: (Town, City and Parish)	Grey Blue Blue Hazel			
		Chestnut O Black O Red O			
)		Burgundy O Mixed O			
2	Date of Birth (DD/MM/YYYY) Sex	Height			
1	Male Female O				
_	Place of Birth	cm Mother's First Name			
4					
	Special Visible Features	Mother's Maiden Name (Surname before Marriage)			
k					
	APPLICANT'S PERMANENT ADDRESS	APPLICANT'S MAILING ADDRESS (If different from permanent address)			
N	Street Number and Street name	Street Number and Street name			
L	Town, City and Parish	Town, City and Parish			
		rown, ony and ransin			
	Country	Country			
	Postal or Zip Code State	Postal or Zip Code State			
	Residential Telephone Number Area Code Seven Digit Number	Business Telephone Number Area Code Seven Digit Number			
	E-Mail Address:	AADDIED.			
В	TO BE COMPLETED IF APPLICANT IS OR HAS BEEN MARRIED  Date of Marriage (DD/MM/YYYY)				
	Spouse's Name: (If Married, divorced or widowed)	Surname			
		<u> </u>			
	First Name				







Signature of the Applicant WITHIN in the box above

Note: Signature is not required for applicants under the age of 12 years

С	CONSENT FOR MINOR (Applicable to persons under 18 years of age. Mother, Father or Legal Guardian may give consent)				
	Particulars of person giving consent to minor				
	Surname (parent or legal guardian)  First Name  Middle Name(s)				
	Relationship to above-named person to minor				
	Mother C Legal Guardian C				
	Declaration of person giving consent:				
	I (name)the (Relationship).				
	T (flattie)tile (Relationship).				
	Of (Minor's Name)				
	Signature of Parent or Legal Guardian Date				
D	PARTICULARS OF MOST RECENT PASSPORT: (This information is required whether the passport is expired or current, damaged, lost				
	or otherwise unavailable)				
	Passport Number Date of Issue (DD/MM/YYYY) Date of Loss (DD/MM/YYYY)				
	Place of Issue				
	Name in which stolen, lost or unavailable First Name Middle Names(s)				
	passport was issued Surname				
	Place of Loss (City, Parish):  BRIEF STATEMENT OF CIRCUMSTANCES WHERE PASSPORT HAS BEEN DAMAGED				
	Place of Loss (City, Parish).  BRIEF STATEMENT OF CIRCUMSTANCES WHERE PASSFORT HAS BEEN DAMAGED.				
Е	DECLARATION OF APPLICANT				
	I, the undersigned, apply for the issue of a Jamaican Passport. I declare that the information given in this application is correct to the best of my				
	knowledge and belief. I further declare that:				
	I have not previously held or applied for a Jamaican Passport				
	All previous passports granted to me have been surrendered, other than Passport or Travel Document No.				
	which is submitted herewith.				
	My passport has been lost or is not available for present use and that I have reported the circumstances to the Police or to the Passport Office (Kingston) or to the Jamaican Consular representative overseas.				
	Date of Declaration (DD/MM/YYYY)				
	Signature of Applicant				

F	EMERGENCY CONTACT PERSONS					
	FIRST CONTACT PERSON					
	Surname	First Name	Middle	Names		
	Street Number and Street name		Telephone Number			
			Area Code Seven Digit Number			
	Town, City and Parish/State		Relationship			
	Town, City and Pansil/State					
	Country					
	State		Postal or Zip Code			
	SECOND CONTACT PERSON					
	Surname	First Name	Middle N	ames		
	Street Number and Street name		Telephone Number			
			Area Code Seven Digit Number			
	Town City and Parish / State		Relationship			
	Town, City and Parish/ State	<del> </del>				
	Country	<u> </u>				
	State	<u> </u>	Postal or Zip Code			
G	OFFICIAL CERTIFICATION (Please en	sure that Sections	A-F are completed before certify	ing this document)		
	WARNING: IT IS AN OFFENCE TO MAKE A FA	LSE AND MISLEAD	ING STATEMENT IN SUPPORT OF A F	PASSPORT APPLICATION		
	I					
	First Name Mide	lle Name(s)	Surname	Designation/Occupation		
	hereby certify that I have known	f Applicant (in the cas	e of a minor, the person giving consent) as	stated on application		
	For(years) and that the			lief.		
Address of Certifying Official  Building/Apartment Number and Name (if applicable)  Country						
		Posta	l Code or Zip Code			
	Street Number and Street name	<del></del>				
		Telep	hone Number	Official Stamp or Seal		
	Town, City and Parish/ State	Area	Code Seven Digit Number	(If any)		
				-		
Date of Certification (DD/MM/YYYY)						
		<b> </b>				
	Signature of Certifying Official					

Н	TO BE COMPLETED BY APPLIC	CANTS WHO MUST WE	AR HEADGEAR FOR	RELIGIOUS REASONS			
	(Religion/Sect)						
ı	TO BE COMPLETED BY APPLIC	CANTS BORN OUTSIDE	OF JAMAICA				
	Father's Name:		Mother's Name:				
	Father's Place of Birth:		Mother's Place of Bir	th:			
	Father's Date of Birth: (DD/MM/YYYY)		Mother's Date of Birt	h:			
J	SUPPLEMENTARY INFOR	MATION	(DD/MIMI/TTTT)				
•							
V	FOR OFFICIAL USE ONLY						
n	DOCUMENTS SUBMITTED	DOCUMENT NUMBER	ISSUE DATE	PREVIOUS PASSPORT STAMP			
	BIRTH CERTIFICATE		(DD/MM/YYY)				
	ADOPTION CERTIFICATE						
	MARRIAGE CERTIFICATE						
	NATURALIZATION CERTIFICATE.						
	REGISTRATION CERTIFICATE						
	CERTIFICATION OF CITIZENSHIP DIVORCE CERTIFICATE						
	DRIVERS' LICENCE TAX REGISTRATION NUMBER						
	ELECTORAL IDENTIFICATION						
	OTHER RECEPTION TEAM						
(Ou	tpost Staff)	KECEPTIC	JN IEANI	Date (DD/MM/YYYY)			
	<u>.                                    </u>						
(Pas	sport Office)						

## **GUIDELINES FOR JAMAICAN PASSPORT APPLICATION**

## READ CAREFULLY BEFORE COMPLETING THE PASSPORT APPLICATION FORM

- 1.0 DOCUMENTS PHOTOCOPIED OR LAMINATED DOCUMENTS WILL NOT BE ACCEPTED
- 1.1 Eligibility for a Jamaican Passport is based on proof of Jamaican Citizenship. <u>ALL</u> applicants are therefore required to submit one of the following documents as applicable:
  - \* Birth Certificate

\* Certificate of Registration

\* Adoption Certificate

- \* Certificate of Naturalization
- \* Letter of Certification of Citizenship
- -----
- 1.2 Persons claiming Jamaican Citizenship by Descent <u>MUST</u> have their claim established <u>BEFORE</u> submitting the application for a passport. The documents required are:
  - \* Applicant's Birth Certificate

\* Proof of Parent's Jamaican Citizenship

\*Two certified passport photographs

The Citizenship Unit is located at the 1<sup>st</sup> Floor, Immigration Citizenship and Passport Division, 25 Constant Spring Road, Kingston 10

- 1.3 Passport issuance is also based on credible identification. First time applicants, particularly, are also required to provide one of the following photographic forms of Identification:
- 1.4 Any name change must be substantiated by documentary evidence. All married or divorced women are required to submit the certified copy of the Marriage Certificate(s) or Divorce Judgement(s), where the married name is being used. A Deed Poll is required for all other name changes.

## 2.0 PHOTOGRAPHS NO EMBOSSED SEAL SHOULD BE AFFIXED TO PHOTOGRAPHS

- 2.1 Applicants are required to submit two (2) identical copies of a professionally produced photograph taken not more than six (6) months prior to the application, with the following specifications:
  - The photographs should be taken in colour with a matte/dull finish, against a plain background. Applicants of light complexion should avoid wearing white clothing and should have the photographs taken against a pastel shaded background. Applicants of dark complexion should wear coloured clothing and photographs should be taken against a white background. Applicants with hair is grey/white should have photographs taken against a pale blue or grey background.
  - There should be no reflection from eyeglasses and no background shadows. Excessive light reflection on image is unacceptable. Light distribution should be even throughout photograph.
  - Photographs should provide a full frontal view of the head, neck and top of the shoulders with ears, as much as possible, clearly visible. Photographs should display appropriately clad images; exposed shoulders and chest are to be avoided.
  - The applicant should wear no head covering while taking the photograph. However, applicants who must wear headgear for religious reasons must indicate their religion at Section H.
  - The size of the face should be 25mm to 35mm, from the chin to top of head.
  - When the photograph is cut to a size of about 35mm, there should be a margin of 3mm to 4mm between the head and the edge of the photograph
  - Photographs submitted with an application become the property of the Government of Jamaica

- 3.0 CERTIFICATION OF APPLICATION (See section G)
- 3.1 Each applicant is required to present an application form and Photograph that are certified. This can be done by one of the following officials who is a citizen of Jamaica, who is not a member of the family of the applicant AND, has been personally acquainted with the applicant for a period of not less than 12 months:
  - Member of Parliament \* High Court Judge \* Resident Magistrate \* Public Officer (SEG 1 and above) \* Consular Officer Justice of the Peace \* Commissioner of Oaths Notary Public \* Parish Councillor Attorney-at-law Bank Manager \* Credit Union Manager \* Clerk of Courts \* Army Officer (Major & above) \* Dental Surgeon Marriage Officers **Medical Practitioner** \* Police Officer (Gazetted Ranks) \* Passport Officer
- 3.2 The official who certifies the application is also required to certify the reverse side of one photograph of the applicant, with the following inscription above his/her signature:

"I certify that this is a true photograph of ...... (Insert applicant's name and note date of certification) ......",

\* Principal (Primary, Secondary & Tertiary Educational Institutions)

- For overseas applicants the following persons, who need not be citizens of Jamaica, may certify the application:
  - \* Justice of the Peace
- \* Notary Public
- \* Attorney-at-law

Veterinarian

- \* Medical Doctor
- \* Minister of Religion authorized to perform marriages
- 3.4 Overseas applicants may contact the nearest Jamaican Embassy, High Commission or Consulate for other categories of persons who may certify applications and photographs.
- 3.5 NO FEE SHOULD BE PAID FOR CERTIFYING AN APPLICATION. (Applicable in Jamaica ONLY)
- 4.0 CONSENT FOR A MINOR (See Section C)
- 4.1 The mother, father or legal guardian must complete the application for a child less than 18 years. Persons under 18 years of age, who are unmarried, require the written consent of the mother and/or the father or legal guardian, except where such person is a member of the Security Forces. In the event that neither parent nor legal guardian is available, contact should be made with the Customer Service Unit at the Kingston Office or the nearest consular representatives in the overseas missions.
- 5.0 REQUIREMENT TO APPEAR IN PERSON
  - All first time applicants are required to be present at time of application.
  - Minors under three years are exempt.
  - Renewals do not require personal appearance. However, in some instances an authorized officer may require the appearance of the applicant. A MINOR over 3 years of age doing a renewal is required to appear in person.
- 6.0 LOST PASSPORTS

A POLICE REPORT MUST BE SUBMITTED WHERE PASSPORT IS LOST, STOLEN OR DESTROYED. IN THE EVENT THAT A LOST PASSPORT SUBSEQUENTLY COMES INTO THE POSSESSION OF THE HOLDER, IT MUST BE RETURNED TO THE PASSPORT OFFICE OR THE NEAREST JAMAICAN EMBASSY, HIGH COMMISSION OR CONSULATE OVERSEAS FOR NECESSARY ACTION.

Prepared by:: Immigration Citizenship and Passport Services Division, Ministry of National Security - 28-08- 2007