



Nigeria High Commission, London

## **STANDARD E-PASSPORT FOR MINORS UNDER 18 YEARS (FIRST ISSUE) REQUIREMENTS:**

- Original & copy of birth certificate containing details of parents.
- Letter of consent signed by both parents.
- Photocopy of data page of both parents' current Nigerian passport.
- Photocopy of current data page of non - Nigerian parent.
- Print out of online payment confirmed slip and acknowledgement slip.
- £20 postal order processing fee per applicant payable to the Nigeria High Commission.
- If born outside the UK. Please submit a copy of the appropriate documents including mother's passport where the child is endorsed. If any document you are providing is in a language other than English, provide an official translation. This must be signed and stamped by official translator to prove it is genuine.
- Appointment booking slip.
- Change of name by deed poll is not applicable.
- These requirements are for each child.

NOTE: These are essential requirements. If you are without these documents your child's application will not be processed. Please bring ALL original documents accompanied by copies.

### **POSTAL ORDER**

All postal orders must be purchased from the post office and made payable to Nigeria High Commission.

### **CUSTOMERS SERVICES**

For further information call;

0844 381 4019

Email: [immigrationservices@nigeriahc.org.uk](mailto:immigrationservices@nigeriahc.org.uk)

### **PROBLEMS WITH PAYMENT?**

If you encounter any problems with your payment, please contact NIGERIA on the following number.

00234(1) 2714449

e-mail: [nis-support@socketworksng.com](mailto:nis-support@socketworksng.com)

### **OPENING HOURS**

The High Commission is open from

Monday – Friday 9:30 AM - 1PM

Please, check the website for public bank holidays and other notices before coming to the High Commission.

### **COMPLAINTS PROCEDURE**

If for any reason you are not satisfied with our services and wish to lodge a complaint, please visit the Nigeria High Commission website and do so, (Direct it to either the Head of Immigration or the Immigration Attaché) or write your complaint and drop it at the Suggestion Box at the Visa/Passport Hall or ask to see an official at the High Commission.

### **BE AWARE OF TOUTS**

Please you do not need to pay any person or persons to make an application for you or to procure Nigerian passports and travel documents. This procedure is simple once you read and follow the right requirements for your application.

### **WARNING**

Any association with passport tout may disqualify an applicant from obtaining a Nigerian passport and may also result in prosecution.

### **NOTE ABOUT GUARANTOR (in all cases)**

A guarantor must be a Nigerian and can be either of the applicant's parent or some one who have known the applicant for a considerable period of time (at least 5 years) and must be a Nigerian.

You can download and print out a passport guarantor's form from here

<https://portal.immigration.gov.ng/passport/PassportGuarantor>

Just provide your application ID and reference number and click submit to download and print your passport guarantor's form.

**PLEASE NOTE!!!**

**THESE ARE THE ESSENTIAL REQUIREMENTS AND IF YOU TURN UP FOR YOUR APPOINTMENT WITHOUT THE COMPLETE REQUIREMENTS YOU WILL NOT BE ATTENDED TO AND YOU MAY HAVE TO BOOK ANOTHER APPOINTMENT AT A DIFFERENT DAY WHEN YOU HAVE THE COMPLETE REQUIREMENTS.**

**\*ALL FEES ARE SUBJECT TO CHANGES.**

**THE NIGERIA HIGH COMMISSION LONDON IS COMMITTED TO SERVING YOU. WE DEEPLY APPRECIATE YOUR UNDERSTANDING AND COOPERATION.**