



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

Α	APPLICANT'S PERSONAL DATA															
	Surname			T	Prof	ession	or	Occup	oatio	n						
	First Name	_		Hi					T	Т	Т			T		
				Ц	Mari	tal Sta	atuc.									
	Middle Name(s)														,	_
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	Maiden Surname (family name at birth)	_														
					Eye	Colou	ır									
	Previous Name: (If name has been changed other than by marriage)	_			Dark	Brow	n ()	Br	own	0			Grey	0)
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	Place of Birth: (Town, City and Parish)															
					Che	stnut	\mathbf{C})	Bla	ack	O			Red	C)
					Burc	undy	\mathcal{C})	Mi	xed	0					
	Date of Birth (DD/MM/YYYY) Sex	T	Height	1				-			_					
	Male Female															
			cm													
	Place of Birth		Mother's First N	lar	ne											
				1												
	Special Visible Features		Mother's Maider	n l	Nam	e (Sui	nar	ne bef	ore I	Marr	iage)	•		•	
	APPLICANT'S PERMANENT ADDRESS	APPLICANT'S I	M	AILI	NG A	DD	RESS	(If d	iffer	ent fr	om	pern	naner	t add	dress)	
	Street Number and Street name	,	Street Number a						`-	_		_	<u>. </u>			^
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	Town, City and Parish	Parish														
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	Postal or Zip Code State		Postal or Zip Co	ode	•		_	_	S	tate		_	_	_		
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	Residential Telephone Number		Business Teleph													
	Area Code Seven Digit Number	Area Code Se	eve	ט n T	git Nu	IMD	er T				_					
	E Mail Address															
Р	E-Mail Address: TO BE COMPLETED IF APPLICANT IS OR HAS BEEN	N/I	ADDIED	_												
В	Date of Marriage (DD/MM/YYYY) Place of Marriage: (Town, City a						С	ountry	/:							
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	Spouse's Name: (If Married, divorced or widowed)		Surname		-			•	•	•			•	<u> </u>		•
				_	-		_					_	_	_		
	First Name															



	Thumb Print Box Below For persons unable to sign
Signature of the Applicant WITHIN in the box above	
Note: Signature is not required for applicants under the age of 12 years	

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		Particulars of person giving consent to minor Surpose (person giving consent to minor) First Name (person giving consent to minor)																																																				
	Surname (parent or legal guardian)								٦ ٦	First Name										Middle Name(s)								\neg																										
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	Relationship to above-named person to minor																																																					
	Mother O Declaration of person giving consent:										Father C Legal Guardian C																																											
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	I (name)																																																					
	Of (Minor's Name)																																																					
	Of (Minor's Name), give my consent for him/her to hold a passport.																																																					
	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												st																																									
	or otherwise unavailable)																																																					
	Passport Number Date of Issue (D										(<u>DI</u>	۱/۱۷	/MM/YYYY)																																									
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	Place of Issue																																																					
	Name in which stolen, lost or unavailable passport was issued Surname Middle Names(s)																																																					
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F	EMERGENCY CONTACT PERSONS				
	FIRST CONTACT PERSON				
	Surname	First Name	.		Middle Names
	Street Number and Street name			Telephone Number	
				Area Code Seven Digit Nu	mber
	Town, City and Parish/State			Relationship	
			+		
	Country				
	State			Postal or Zip Code	
	SECOND CONTACT PERSON Surname	First Name			Middle Names
	Street Number and Street name			Telephone Number	
	Cited Number and Cited Name			Area Code Seven Digit Nu	mber
			+		
				Relationship	
	Town, City and Parish/ State			Telationship	
	Country				
	State			Postal or Zip Code	
_	OFFICIAL CERTIFICATION (P)	(3. 4.C)			
G	OFFICIAL CERTIFICATION (Please ens	sure that So	ections	A-F are completed befor	e certifying this document)
	WARNING: IT IS AN OFFENCE TO MAKE A FA	LSE AND MI	SLEAD	ING STATEMENT IN SUPPO	RT OF A PASSPORT APPLICATION
	I			ā	
	First Name Midd	le Name(s)		Surname	Designation/Occupation
	hereby certify that I have known				consent) as stated on application.
	For(years) and that the Address of Certifying Official	information g	Countr		dge and belief.
	Building/Apartment Number and Name (if applicable	e)			
			Щ		
	Street Number and Street name		Posta	Code or Zip Code	
			Ш		
	Town, City and Parish/ State			hone Number Code Seven Digit Number	Official Stamp or Seal (If any)
			T		
			Ш		
			Date of	of Certification (DD/MM/YYYY)	
					7
	Signature of Certifying Official				

Н	TO BE COMPLETED BY APPLIC	CANTS WHO MUST W	EAR HEADGEAR FOR	RELIGIOUS REASONS							
	(Religion/Sect)										
ı	TO BE COMPLETED BY APPLIC	CANTS BORN OUTSID	E OF JAMAICA								
-	Father's Name:		Mother's Name:								
	Father's Place of Birth:		Mother's Place of Bir								
	Father's Date of Birth: (DD/MM/YYYY)		Mother's Date of Bir (DD/MM/YYYY)	th:							
J	SUPPLEMENTARY INFOR	MATION									
K	FOR OFFICIAL USE ONLY										
	DOCUMENTS SUBMITTED	DOCUMENT NUMBER	ISSUE DATE (DD/MM/YYY)	PREVIOUS PASSPORT STAMP							
	BIRTH CERTIFICATE										
	ADOPTION CERTIFICATE			1							
	MARRIAGE CERTIFICATE			1							
	NATURALIZATION CERTIFICATE.			1							
	REGISTRATION CERTIFICATE			1							
	CERTIFICATION OF CITIZENSHIP			1							
	DIVORCE CERTIFICATE			1							
	DRIVERS' LICENCE			1							
	TAX REGISTRATION NUMBER			1							
	ELECTORAL IDENTIFICATION										
	OTHER										
(Oı	(Outpost Staff) RECEPTION TEAM Date (DD/MM/YYYY)										
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(Pas	ssport Office)										
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GUIDELINES FOR JAMAICAN PASSPORT APPLICATION

READ CAREFULLY BEFORE COMPLETING THE PASSPORT APPLICATION FORM

1.0 <u>DOCUMENTS</u> 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
- * Certificate of Naturalization
- * Adoption Certificate
- * 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 1st 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) Marriage Officers * Dental Surgeon **Medical Practitioner** * Police Officer (Gazetted Ranks) * Passport Officer * Principal (Primary, Secondary & Tertiary Educational Institutions) Veterinarian
- 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:

- 3.3 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
- * 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