

NOT TO BE SOLD

APPLICATION FOR A JAMAICAN PASSPORT

PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY BEFORE COMPLETING THIS FORM. YOU SHOULD WRITE CLEARLY IN INK USING BLOCK CAPITALS. ALL RELEVANT INFORMATION MUST BE PROVIDED IN FULL.

1.0 DOCUMENTS PHOTOCOPIES WILL NOT BE ACCEPTED.

1.1 Eligibility for a Jamaican Passport is based on proof of Jamaican Citizenship. All applicants are therefore required to submit one [or more] of the following documents as applicable:

• Certified copy of Birth Certificate	• Certificate of Registration	• Certificate of Naturalization
• Certified copy of Adoption Certificate	• Letter of Certification of Citizenship	

1.2 Persons claiming Jamaican Citizenship by Descent **MUST** have their claim established prior to the submission of their application for a passport. The documents required are:

• Applicant's Birth Certificate	• Proof of Parent's Jamaican Citizenship	• Parents' Marriage Certificate (where applicable)
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1.3 Applicants are also required to provide one of the following supplementary identification documents:

• National Voter's Identification • Tax Registration Number (TRN)	• Driver's License • Other identification issued by a competent authority	• Previous Passport
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1.4 Any name change must be substantiated by documentary evidence. A Deed Poll or other legal document **must** be produced to substantiate the change of name. A married or divorced woman, who has acquired her spouse's surname, is required to submit a certified copy of her Marriage Certificate.

1.5 Applications for the renewal of a passport **MUST** be accompanied by the expired passport. If the renewal is necessary because there are no more available pages, the current passport **must** be submitted. ([See Section E](#))

1.6 If applicant's previous passport has been lost, stolen or destroyed and is not available for presentation, a police report stating the circumstances **MUST** be submitted with the application form. **The application will not be processed if the applicant fails to submit a police report.** ([See Section E](#)) Substitute Passports are issued for a restricted period, subject to conditions determined by Passport Officer.

2.0 CONSENT FOR MINORS ([See Section D](#))

THE APPLICATION FOR A CHILD UNDER 16 YEARS MUST BE COMPLETED BY EITHER THE MOTHER, OR FATHER OR LEGAL GUARDIAN.

Persons under 18 years of age, who are unmarried, require the written consent of the mother and/or the father or a legal guardian, except where such person is a member of the Security Forces. In the event that neither parent nor legal guardian is available, the written consent of the Minister responsible for passports is required.

3.0 PHOTOGRAPHS

ALL PHOTOGRAPHS SUBMITTED WITH AN APPLICATION BECOME THE PROPERTY OF THE GOVERNMENT OF JAMAICA.

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 flat finish, against a plain background.
- There should be no reflection from eyeglasses or background shadows.
- Photographs should provide a full frontal view of the head, neck and top of the shoulders with ears clearly visible.
- The applicant should wear no head covering while taking the photograph except where required for religious purposes.
- Applicants who 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.

4.0 CERTIFICATION OF APPLICATION AND PHOTOGRAPHS ([See Section F](#))

For applications submitted to the Consulates General of Jamaica in New York or Miami, or to the Embassy of Jamaica in Washington D.C, the following instructions apply:

SECTION 4.0 - CERTIFICATION OF APPLICATION AND PHOTOGRAPHS ([See Section F](#))

- A. SECTION 4.1 The application and one (1) photograph **MUST** be certified by one of the following persons:
- 1) A Notary Public with a valid commission, OR
 - 2) A Jamaican Consular Officer, OR
 - 3) A Jamaican Honorary Consul
- B. SECTION 4.4 This section is applicable **ONLY** to authorized Jamaican Government officials in the respective Consulates/Embassy in the United States.

4.2 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)

4.3 NO EMBOSSED SEAL SHOULD BE AFFIXED TO PHOTOGRAPHS

4.4 NO FEE SHOULD BE PAID FOR CERTIFYING AN APPLICATION

5.0 **EMERGENCY CONTACT ([See Section G](#))** Applicants should provide the particulars of a person(s) who may be readily contacted in the event of an emergency.

FOR OFFICIAL USE ONLY	Signature of the applicant in the box below: <div style="border: 1px solid black; height: 80px; margin: 5px 0;"></div>	Thumb Print Box Below: <div style="border: 1px solid black; height: 80px; margin: 5px 0;"></div>
Note: Signature is not required for applicants under the age of 12 years		

A APPLICANT'S PERSONAL DATA

Surname: <input type="text"/>		Profession or Occupation: <input type="text"/>	
First Name: <input type="text"/>		<input type="text"/>	
Middle Name(s): <input type="text"/>		Marital Status: (Tick the appropriate box) Single <input type="checkbox"/> Divorced <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/>	
Maiden Surname: (Family name at birth) <input type="text"/>			
Previous Name: (If name has been changed other than by marriage) <input type="text"/>			
Place of Birth: (Town, City and Parish) <input type="text"/> <input type="text"/>		Country of Birth: <input type="text"/> <input type="text"/>	
Date of Birth: <small>Day Month Year</small> <input type="text"/> / <input type="text"/> / <input type="text"/>	Sex: (Tick as appropriate) Male <input type="checkbox"/> Female <input type="checkbox"/>	Height: <input type="text"/> cm	Hair Colour: <input type="text"/>
Eye Colour: <input type="text"/>			
Special Visible Features: (eg. Scars, greying, etc.) <input type="text"/>			
Mother's Maiden Name:			
First Name: <input type="text"/>		Surname: <input type="text"/>	
Applicant's Permanent Address: <small>Street Number and Street Name:</small> <input type="text"/> <input type="text"/>		Mailing Address: (If different from permanent address): <small>Street Number and Street Name:</small> <input type="text"/> <input type="text"/>	
Town, City and Parish: <input type="text"/> <input type="text"/>		Town, City and Parish: <input type="text"/> <input type="text"/>	
Country: <input type="text"/>		Country: <input type="text"/>	
Postal or Zip Code: <input type="text"/>	State: <input type="text"/>	Postal or Zip Code: <input type="text"/>	State: <input type="text"/>
Residential Telephone Number: <small>Area Code Seven Digit Number</small> <input type="text"/> - <input type="text"/> - <input type="text"/>		Business Telephone Number: <small>Area Code Seven Digit Number</small> <input type="text"/> - <input type="text"/> - <input type="text"/>	

B TO BE COMPLETED IF YOU ARE, OR HAVE BEEN MARRIED

Date of Marriage: <small>Day Month Year</small> <input type="text"/> / <input type="text"/> / <input type="text"/>	Place of Marriage: (Town, City and Parish) <input type="text"/> <input type="text"/>	Country: <input type="text"/> <input type="text"/>
Spouse's Name: (If married, divorced or widowed)		
First Name: <input type="text"/>		Surname: <input type="text"/>

C CITIZENSHIP INFORMATION

Citizen of Jamaica by: BIRTH <input type="checkbox"/> NATURALIZATION <input type="checkbox"/> DESCENT <input type="checkbox"/> REGISTRATION <input type="checkbox"/>		Document Number: <input type="text"/>	Date of Issue: <small>Day Month Year</small> <input type="text"/> / <input type="text"/> / <input type="text"/>
DOCUMENTS SUBMITTED <input type="checkbox"/> BIRTH CERTIFICATE <input type="checkbox"/> ADOPTION CERTIFICATE <input type="checkbox"/> MARRIAGE CERTIFICATE <input type="checkbox"/> CERTIFICATE OF NATURALIZATION <input type="checkbox"/> CERTIFICATE OF REGISTRATION <input type="checkbox"/> CERTIFICATE OF CITIZENSHIP	DOCUMENT NUMBER <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	TYPE OF SERVICE REQUIRED REGULAR PASSPORT (ADULT) <input type="checkbox"/> REGULAR PASSPORT (MINOR) <input type="checkbox"/> EXPRESS PASSPORT <input type="checkbox"/> RENEWAL PASSPORT <input type="checkbox"/> LOST/STOLEN REPLACEMENT <input type="checkbox"/>	

