APPLICATION FOR A NEW PASSPORT

Required Documents [Please submit Original documents + 1 set of photocopies (Excluding Form K)]

All applicants who wish to apply for a new Sri Lankan Passport for any reason (expiry of validity period, physical damage, pages exhausted, new-born child, etc.), are required to complete the Application Form K, submit the Required Documents, and follow the Instructions, found here.

1. Duly completed Form "K" (Includes the Declaration)
2. Three Passport Size Colour Photographs (3.5cm * 4.5cm)
3. Sri Lankan Birth Certificate
4. Sri Lankan Citizenship Certificate (Applicable only if you are born outside Sri Lanka)
6. National Identity Card (Only if you have obtained a new Identity Card)
7. Dual Citizenship document (submit photocopies of both sides)
8. Foreign Passport (Applicable only for dual Citizenship holders)
9. Marriage Certificate (only if you have changed your name after Marriage)
10. Documents to prove your Profession (If applicable)
11. Visa Entitlement Verification Online (VEVO) from the Department of Immigration & Citizenship of Australia. This can be obtained free of charge from the Australian Immigration website. (Certificate should be less than a month old from the date of submission of the application. To obtain VEVO please visit the following website: https://online.immi.gov.au/evo/firstParty?actionType=query

Instructions

- **Photographs** - Please make sure that your glasses/hats or caps are removed and both ears and forehead should be clearly visible.
- If you are **above 16 years of age** and if you have **not yet obtained a Sri Lankan Identity Card**, a letter should be submitted by you stating your consent to obtain a new Identity Card upon your first entry to Sri Lanka. This letter should be addressed to the "Controller General, Department of Immigration and Emigration, Sri Lanka"
- **Dual Citizenship Applicant under Retention category** - If you have not yet obtained a foreign passport, you should submit a letter confirming that. This letter should be addressed to the "Controller General, Department of Immigration and Emigration, Sri Lanka"
- Attestations are not required if documents are submitted directly to the Consulate office by Applicant. Forms should be signed only before an authorized officer of the Consulate.
- If you wish to submit the documents by Post, Application and copies of all other required documents need to be certified (with an official stamp) by an authorized Australian certification bodies. (Lawyer, Doctor, Justice of Peace, Police Officer or Pharmacist). Also, it is compulsory to submit your current passport along with the application.

Payment Details

- Application Fee: **AUD 235**
- Penalty Fee for Expired Passports: **AUD 5** per year (maximum for 5 years from expiry).
- Payment should be **made in cash at the counter** or by Postal Order/Bank Draft drawn in favour of the "Consulate General of Sri Lanka" if sent by post.
- **Personal/Company cheques and Credit/Debit cards are not accepted.**
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# Application for a Sri Lankan Passport, Emergency/Identity Certificate

<table>
<thead>
<tr>
<th>APPLICATION No.</th>
<th>APPLIED PASSPORT No.</th>
<th>AC CODE</th>
</tr>
</thead>
</table>

1. **Type of Travel Document required**
   - All Countries
   - Middle East Countries
   - Emergency Certificate
   - Identity Certificate

2. **Present Travel Document Number**

3. **NMRP No. (If any)**

4. **Personal Identity Card Number**

5. **Surname**

6. **Other Names**

7. **Permanent Address Overseas**

8. **Date of Birth**
   - Date
   - Month
   - Year

9. **Birth Certificate**
   - Number
   - District

10. **Place of Birth**

11. **Sex**
    - Female
    - Male

12. **Profession/Occupation/Job**

13. **Have you obtained Citizenship of a foreign country or Dual Citizenship in Sri Lanka**
    - Yes
    - No

14. **Mobile Phone No. Overseas**

15. **e-mail Address**
Compulsory for Dual Citizenship Holders

16. Foreign Nationality

17. Foreign Passport No.

18. If this application is for a child below the age of 16 years, following information must also be provided.

Father / Guardian
National Identity Card No./ Present Travel Document No.

Mother / Guardian
National Identity Card No./ Present Travel Document No.

19. 

Applicant, Please place your signature inside both cages below. Signature should not touch the border.

20.
Client Undertaking

(Please cut off the inapplicable words)

I declare that I am a citizen of Sri Lanka / I hold Dual Citizenship of Sri Lanka / I am a citizen of .................................. (Write the name of the country)

I certify that I have not previously held or applied for any Passport, Emergency Certificate or an Identity Certificate

I certify that all previous passports, Emergency Certificate or an identity Certificates held by my name have been surrendered to the Sri Lankan Passport Authorities for cancellation, other than the passport/ Emergency Certificate/ Identity Certificate No: ........................................, which is now submitted and I have made no other application since the one attached was issued to me.

I certify that the information furnished in this application and documents attached to this application are true and correct and no alterations, modifications or falsifications were carried out to hide or defact true facts.

I certify that affixed photographs are depicting the natural status of myself without disguise or concealment and were taken with in the last three months.

I Mr./Mrs./Miss/Rev. ........................................, residing at ........................................ hereby undertake to provide my fingerprints to the Department prior to my departure from Sri Lanka. I understand the failure to do so will cause my passport to become inactive, preventing my departure from Sri Lanka.

........................................ Date and place

........................................ Signature of the Applicant

........................................

21.

............................

.................
Certificate Regrading the Applicant

(No fee is chargeable for this Certificate)

To the best of my personal knowledge and belief, the information given by the applicant is true and the declaration made above by the applicant is accurate. The applicant placed his/her signature in front of me on .............................................................(Date) at .............................................................(Place).

Recommendation of the Overseas Sri Lankan Mission

<table>
<thead>
<tr>
<th>Special Reference to Controller / DC</th>
<th>For Office use only</th>
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</thead>
<tbody>
<tr>
<td>1. BC ALT/DE</td>
<td>PPT No:</td>
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<tr>
<td>2. NIC DF/Double (Different/ Same)</td>
<td>PPT Lost: Yes/ No</td>
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<tr>
<td>3. Appearance (Different/ Under Age/ Above Age)</td>
<td>BC No:</td>
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<tr>
<td>4. Black Listed: ID/ PPT/ BC or other reason</td>
<td>District:</td>
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<td></td>
<td>NIC/ DL/ Postal ID</td>
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<td>MC No:</td>
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<td></td>
<td>District:</td>
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<tr>
<td></td>
<td>Parents PPT copy/ NIC/ Consent Letter</td>
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<tr>
<td>Ac’s Signature</td>
<td>Ac’s Order:</td>
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</tbody>
</table>
Address in Australia:-

........................................
........................................
........................................
........................................

Date: - .................................

Consul General
Consulate General of Sri Lanka
Melbourne

Declaration by an Applicant for a Sri Lankan Passport

I ............................................................... currently residing at the above address.

I truthfully declare that I have read the instructions in relation to obtaining a new Sri Lankan passport and am fully aware of the documents required to be submitted along with the application.

In the event of delay or refusal of issuing of a passport;

❖ I am fully aware that under any circumstances no refund will be made.

❖ I undertake to submit any additional document/s if required by the Immigration authorities after submitting the application.

❖ I understand that the Department of Immigration & Emigration of Sri Lanka is the competent authority of issuing passports and any restriction, alteration or endorsement in the passport is made at the discretion of the Immigration authorities.

❖ I am aware that the Consulate General will not be responsible for any delay or refusal of the issuance of passport.

Signature of Applicant: - ..................................

Signed at ........................................ on this..............day of ............ 20............. in my presence.

........................................
Signature of Attester
Justice of Peace/Consulate General official