

## APPLICATION FOR A NEW PASSPORT IN LIEU OF LOST PASSPORT

If your passport is lost, it is the responsibility of the holder to inform the concerned authorities immediately. Failure to do so may result in your passport being used for illegal activities, and you may be liable for aiding and abetting an offence.

### Required Documents [Original+ 1 set of photocopies (excluding Forms K & D)]

Please note that applications submitted without originals **WILL NOT BE ACCEPTED.**

1. Duly filled "Form K"
2. Duly filled "Form D"
3. Complaint Form issued by Department of Immigration and Emigration, Sri Lanka
4. Three Passport Size Colour Photographs (3.5cm \*4.5cm)
5. Original Sri Lankan Birth Certificate issued by the Registrar General Department, Sri Lanka (Translation is not accepted)
6. Sri Lankan Citizenship Certificate (Applicable only if you are born outside Sri Lanka)
7. Copy of stolen/lost Passport (Copies of Bio Data Page and observation page)
8. Police Report obtained from relevant Police Station
9. National Identity Card (Only if you have obtained a new Identity Card)
10. Dual Citizenship document (submit photocopies of both sides)
11. Foreign Passport (Applicable only for dual Citizenship holders)
12. (only if you have changed your name after Marriage) Original Marriage Certificate -Translation is not accepted.
13. Documents to prove your Profession (If applicable)
14. 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

1. When your passport is realised to be lost or stolen, **immediately make a complaint to your local police station** in your country of residence. Obtain a **Police Report (Statutory Declaration)**.
2. **Photographs** – Please make sure that your glasses/hats or caps are removed and both ears and forehead should be clearly visible.
3. 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"
4. **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"
5. 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.
6. If you wish to submit the documents by Post, Application and copies of all other required documents need to be certified by an authorized Australian certification bodies. (Lawyer, Doctor, Justice of Peace, Police Officer or Pharmacist).

### Payment Details

- **New Passport Fee:** AUD 541 (if a photocopy of the Bio-Data page of the lost passport is available)
- **New Passport Fee:** AUD 683 (if a photocopy of the Bio-Data page of the lost passport is unavailable)

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. Credit/debit Cards are not acceptable.





ආගමන හා විගමන දෙපාර්තමේන්තුව  
குடிவரவு, குடியகல்வுத் திணைக்களம்  
DEPARTMENT OF IMMIGRATION AND EMIGRATION



තාක්ෂණික පද්ධති Form } K  
ආ. වි. 35 A I.E. } 35 A

විදේශ දූත මණ්ඩල සේවය  
வெளிநாட்டு தூதரகம்  
Overseas Mission



ශ්‍රී ලංකා ගමන් බලපත්‍රයක්, හදිසි/හඳුනාගැනීමේ සහතිකයක් සඳහා ඉල්ලුම්පත්‍රය  
இலங்கை கடவுள் பீட்டு. அவசரகால/அடையாளச் சான்றிதழ் விண்ணப்பம்  
APPLICATION FOR A SRI LANKAN PASSPORT, EMERGENCY/ IDENTITY CERTIFICATE

විත් පැවරුණක් මෙහි ඇලවෙන්න

நிலம் 18-த்தில் ஒன்றை இங்கே ஒட்டவும்

Affix One Photograph Here

පරිගණකයට ඇතුළත් කළ හැක්කේ ඉංග්‍රීසි භාෂාවෙන් පමණක් වැඩිත් ඇතුළත් පත්‍රයෙන් පමණක් පිරවිය යුතුය. අවශ්‍ය නම් වැඩි විස්තර සඳහා ආ.වි. 35 (බී) උපදෙස් පත්‍රිකාව (සිංහල/දෙමළ) බලන්න.

கணினியானது ஆங்கில மொழியை மட்டுமே ஏற்றுக்கொள்ளுவதால் விண்ணப்பப் படிவத்தை ஆங்கிலத்தில் மட்டுமே பூர்த்திசெய்ய வேண்டும். அவசியமான விவர (சிங்களம்/தமிழ்) தகவல்களுக்கு அறிவுறுத்தல் படிவத்தைப் பார்க்கவும். (கு.கு. 35B)

The data and information are fed into the computer only in English Language. Hence the application must be filled in English. If necessary, please read instructions in form I.E. 35 "B" (Sinhala/Tamil)

කාර්යාලීය ප්‍රයෝජනය සඳහා/ அலுவலக உபயோகத்திற்கு மரத்திரம் / For Office use only

|                 |                         |         |
|-----------------|-------------------------|---------|
| APPLICATION No. | APPLICATED PASSPORT No. | AC CODE |
| N               |                         |         |

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

If Yes, Dual Citizenship No.   
(Please fill up fields 18 and 19)

14. Mobile Phone No. Overseas }

15. e-mail Address }





## 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).

විදේශ දූත මණ්ඩල මුද්‍රාව/ Overseas Mission Seal/ வெளிநாட்டுத் தாதரக உத்தியோகபூர்வ திருப்பர் முத்திரை

.....  
 විදේශ දූත මණ්ඩල බලධාරියාගේ අත්සන/  
 Signature of OM Authorized Officer/

.....  
 දිනය/ Date/ திகதி

தாதரக அதிகாரம் பெற்ற உத்தியோகத்தின் கையெழுப்பம்

|  |
|--|
| <p>(කාර්යාලයීය ප්‍රයෝජනය සඳහා)<br/>                 (அலுவலக உபயோகத்திற்கு மாதிரிம்)<br/>                 (For Office use only)</p> <p>විදේශ දූත මණ්ඩල නිර්දේශය<br/>                 வெளிநாட்டு இலங்கை தாதரகத்தின் விதந்துரை<br/>                 Recommendation of the Overseas Sri Lankan Mission</p> |
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| කාර්යාලයීය ප්‍රයෝජනය සඳහා /அலுவலக உபயோகத்திற்கு மாதிரிம்/ For Office use only  |  |
|--|--|
| <p><b>Special Reference to Controller / DC</b></p> <p>1. BC ALT/ DE</p> <p>2. NIC DF/ Double (Different/ Same)</p> <p>3. Appearance (Different/ Under Age/ Above Age)</p> <p>4. Black Listed: ID/ PPT/ BC or other reason</p> <p style="text-align: right; margin-top: 20px;">Ac's Signature</p> | <p>PPT No :</p> <p>PPT Lost : Yes/ No</p> <p>BC No :</p> <p>District :</p> <p>NIC/ DL/ Postal ID</p> <p>MC No :</p> <p>District :</p> <p>Parents PPT copy/ NIC/ Consent Letter</p> <p>Ac's Order :</p> |
|  |  |

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

**Statutory Declaration for Lost Passport**

I .....

at .....

do hereby solemnly and truthfully declare and affirm that I am a Citizen/ Dual Citizen of Sri Lanka and I have not acquired any other citizenship.

Dual Citizenship No ( If Applicable): .....

.....

Signature of the Declarant

Signed before me.

.....

Signature of JP/Commissioner of Oaths

FORM "D"

APPLICATION FOR A SRI LANKA PASSPORT

PARTICULARS TO BE FURNISHED IN **DUPLICATE** BY AN APPLICANT  
WHO HAS **LOST** HIS/HER PASSPORT

| 1.    | Name:   |      |                |       |       |       |       |       |       |       |       |
|-------|---|------|----------------|-------|-------|-------|-------|-------|-------|-------|-------|
| 2.    | Present Address:  |      |                |       |       |       |       |       |       |       |       |
| 3.    | Date & Place of Birth:  |      |                |       |       |       |       |       |       |       |       |
| 4.    | National Identity Card No:  |      |                |       |       |       |       |       |       |       |       |
| 5.    | Lost Passport No:   |      |                |       |       |       |       |       |       |       |       |
| 6.    | Details of any previous passport held:<br><br>Date of Issue: _____ Place of Issue: _____  |      |                |       |       |       |       |       |       |       |       |
| 7.    | Permanent address in Sri Lanka:   |      |                |       |       |       |       |       |       |       |       |
| 8.    | Date of leaving Sri Lanka for the first time:   |      |                |       |       |       |       |       |       |       |       |
| 9.    | Details of subsequent visits to Sri Lanka:<br><table border="1"><thead><tr><th>Year</th><th>Period of Stay</th></tr></thead><tbody><tr><td>-----</td><td>-----</td></tr><tr><td>-----</td><td>-----</td></tr><tr><td>-----</td><td>-----</td></tr><tr><td>-----</td><td>-----</td></tr></tbody></table> | Year | Period of Stay | ----- | ----- | ----- | ----- | ----- | ----- | ----- | ----- |
| Year  | Period of Stay  |      |                |       |       |       |       |       |       |       |       |
| ----- | -----   |      |                |       |       |       |       |       |       |       |       |
| ----- | -----   |      |                |       |       |       |       |       |       |       |       |
| ----- | -----   |      |                |       |       |       |       |       |       |       |       |
| ----- | -----   |      |                |       |       |       |       |       |       |       |       |
| 10.   | Amount of Foreign Exchange taken out of Sri Lanka and in what year:   |      |                |       |       |       |       |       |       |       |       |
| 11.   | Present Employment:   |      |                |       |       |       |       |       |       |       |       |
| 12.   | Period of Present Employment:   |      |                |       |       |       |       |       |       |       |       |
| 13.   | Present Monthly Income:   |      |                |       |       |       |       |       |       |       |       |
| 14.   | Previous Employment Abroad, if any:   |      |                |       |       |       |       |       |       |       |       |
| 15.   | Previous Employment in Sri Lanka, if any:   |      |                |       |       |       |       |       |       |       |       |
| 16.   | Name & Address of the person who signed your security bond:   |      |                |       |       |       |       |       |       |       |       |
| 17.   | Name & Address of a person in Sri Lanka, who will give information regarding you:   |      |                |       |       |       |       |       |       |       |       |

|     |  |
|-----|--|
| 18. | Have you informed the Local Police regarding the loss of your passport and if so, when and where:                        |
| 19. | Give briefly the circumstances under which the passport was lost:  |
| 20. | Length of residence in present country and how long you are authorised to stay and give details of visa/work permit etc: |
| 21. | Do yo intend visiting Sri Lanka in the near future? If so, when?   |
| 22. | What countries do you intend to visit?   |
| 23. | Have you applied for, or obtained nationality of any other country?  |

I declare that the information given in this application is correct to the best of my knowledge and belief.

Date:.....

.....  
Signature of Applicant



**LOST AND STOLEN TRAVEL DOCUMENT DETAILS**

8. passport No

NIC No

9. Date Stolen / Lost

10. Place stolen / Lost

11. Have you ever lost a passport previously? Yes  No

12. Signature of the applicant \_\_\_\_\_

13. Date

**For office use only:**

Remarks:

Signature:

Date: