

APPLICATION FOR A NEW PASSPORT FOR CHILDREN

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

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

1. Duly completed Form "K" (Includes the Declaration)
2. Three Passport Size Colour Photographs (3.5cm *4.5cm)
3. Consent letter signed by both parents
4. Original Sri Lankan Birth Certificate issued by the Registrar General Department, Sri Lanka (Translation is not accepted)
5. Sri Lankan Citizenship Certificate (Applicable only if you are born outside Sri Lanka, If it has not yet been received please attached a copy of the yellow receipt issued by the Consulate when you apply for the Birth Certificate for your child)
6. Current Passport (If applicable: Copies of Bio Data Page and observation page)
7. Original Marriage Certificate of parents.(Translation is not accepted)
8. Passports of parents. (Copies of Bio Data Page and observation page) If it is not available please submit an affidavit.
9. (If applicable) Original Death Certificates of Parent/s - Translations are not accepted.
10. (If applicable) Original Divorce Certificate/ Court decision along with the custodianship of the child if parents are divorced - Translation is not accepted.
11. Dual Citizenship document (submit photocopies of both sides)
12. Foreign Passport (Applicable only for dual Citizenship holders)
13. If you wish to fill the cage of profession as "Student", please provide the letter of enrolment received from the School/College.
14. If you apply a Passport for a adopted child following additional documents are required. (1. Certificate of adoption, 2. Court Order, 3. A letter from the Commissioner of Probation and Child Care)

Instructions

- **Photographs** – Please make sure that the glasses/hats or caps are removed and both ears and forehead should be clearly visible.
- 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. (Attorney-at-law, Notary Public, Doctor, Justice of Peace, Police Officer or Pharmacist).

Payment Details

- Passport Application Fee:

For Children under 12 years - **AUD 194** (Passport Validity -3 Years only)

For Children over 12 years and under 16 years - **AUD 235** (Passport Validity -10 Years)

- 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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 குடியகல்வுத் திணைக்களம்
 DEPARTMENT OF IMMIGRATION AND EMIGRATION



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 ප්‍රචාරණ
 Form } K
 ආ. එ.
 ක්‍ර. ක්‍ර.
 I.E. } 35 A

විදේශ දූත මණ්ඩල සේවය
 வெளிநாட்டு தூதரகம்
 Overseas Mission



ශ්‍රී ලංකා ගමන් බලපත්‍රයක්, හැපිසි/හදුනාගැනීමේ සහතිකයක් සඳහා ඉල්ලුම්පත්‍රය
 இலங்கை கடவுள்சீட்டு. அபாயகால/அடையாளச் சான்றிதழ் விண்ணப்பம்
 APPLICATION FOR A SRI LANKAN PASSPORT, EMERGENCY/IDENTITY CERTIFICATE

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 ඇලවන්න
 (එක් පෘ. ත්‍රිත්ව
 ලක්ෂ්‍ය)
 இங்கே ஒட்டி வும்
 Affix One
 Photograph Here

පරිගණකයට දැනුමක් කළ හැක්කේ ඉංග්‍රීසි භාෂාවෙන් පමණක් බැවින් දැනුමින් ඉංග්‍රීසියෙන් පමණක් පිරවිය යුතුය. අවශ්‍ය නම්
 වැඩි විස්තර සඳහා ආ.එ. 35 (බී) උපදෙස් පත්‍රිකාව (සිංහල/දෙමළ) බලන්න.

கணினியானது ஆங்கில மொழியை மட்டுமே ஏற்றுக்கொள்வதால் விண்ணப்பப் படிவத்தை ஆங்கிலத்தில் மட்டுமே பூர்த்திசெய்தல்
 வேண்டும். அவசியமான (சிங்களம்/தமிழ்) மொழிக் தகவல்களுக்கு அறிவுறுத்தல் படிவத்தைப் பங்குகவும். (கு.க. 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)

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APPLICATION No.	APPLICATED PASSPORT No.	AC CODE
N		

- Type of Travel Document required } All Countries Middle East Countries Emergency Certificate Identity Certificate
- Present Travel Document Number
- NMRP No. (If any)
- Personal Identity Card Number
- Surname }
- Other Names }
- Permanent Address Overseas }
- Date of Birth } Date Month Year
- Birth Certificate } Number District
- Place of Birth }
- Sex } Female Male
- Profession/ Occupation/ Job }
- 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)
- Mobile Phone No. Overseas }
- 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 தூதரக உத்தியோகமுள்ள இறுப்புர் முத்திரை

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 Signature of OM Authorized Officer/
 தூதரக அதிகாரம் பெற்ற உத்தியோகத்தின் கையொப்பம்

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 දිනය/ Date/ திகதி

<p>(කාර්යාලයේ ප්‍රයෝජනය සඳහා) (அலுவலக உபயோகத்திற்கு மாத்‍திரம்) (For Office use only)</p> <p>විදේශ දූත මණ්ඩල නිර්දේශ வெளிநாட்டு இலங்கை தூதரகத்தின் விதத்துரை Recommendation of the Overseas Sri Lankan Mission</p>
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<p>Special Reference to Controller / DC</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;">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

.....(Name)

.....(Address)

.....

.....

...../...../20.....(Date)

Controller General
Department of Immigration and Emigration,
"Suhurupaya", Sri Subuthipura Road,
Battaramulla

Request to issue a separate passport to child

We kindly inform that we do not have any objection issuing a separate passport (Father's name)
.....and
(Mother's name)for our
child.....(Name of the child)

Thank you

.....

(Signature of Mother)

.....

(Signature of Father)

.....

Nic. Number/Passport Number

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Nic. Number/Passport Number

.....

Signature of the Attester

Justice of Peace/Consulate General Official