

APPLICATION FOR A NEW PASSPORT

Required Documents [Please submit Original documents + 1 set of photocopies (Excluding Form K)] ALL PHOTOCOPIES SHOULD BE SUBMITTED IN A4 SIZE

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.

Please note that applications submitted at the counter 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. Original Sri Lankan Birth Certificate issued by the Registrar General Department, Sri Lanka (Translation is not accepted)
4. Sri Lankan Citizenship Certificate (Applicable only if you are born outside Sri Lanka)
5. Current Passport (Copies of Bio Data Page and observation page)
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. (only if you have changed your name after Marriage) Original Marriage Certificate -Translation is not accepted.
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.
 - Both ears and the 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.

Payment Details

Payment should be **made in cash at the counter.**

- Application Fee: **AUD 235**
- Penalty Fee for Expired Passports: **AUD 5** per year (maximum for 5 years from expiry).
- **Personal/Company cheques and Credit/Debit cards are not accepted.**

If you wish to submit the documents by Post; Application (page 4) 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.

- **The relevant amount should be sent by Postal Money Order (Australia Post)/Bank Draft drawn in favour of the "Consulate General of Sri Lanka".**