

Surname:
Maiden Name:
First Name:
Second Name:
Third Name (if any):

FOR OFFICIAL USE ONLY

Passport No.: _____ Date of issue: _____

Indicate whether applicant is: Under 16 years 16 and above

IMPORTANT: READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING THIS FORM.

INSTRUCTIONS ON HOW TO COMPLETE FORM

(A) **Males** (married or single) and women who have been married (16 years of age or over). Complete Sections 1, 2, 6 and 7 if appropriate to their own applications.

(B) **Married women** of any age (including widows and women whose marriage have been terminated) are required to complete Sections 1, 2, 3, 6, and 7 and if appropriate to their own applications, section 4.

(C) Each person will be issued with their own passport.
 In cases where either parent is not available an Affidavit from a Justice of Peace or Commissioner of Oaths is required. The affidavit must indicate that the child/children is/are in the custody of either parent making the representation to apply and uplift the passport for the child/children, or that the applicant is the guardian of the child.

(D) Signing the form.

Section 7 should be completed by the person (the recommender) verifying the declaration and who must be a Member of Parliament, Mayor of City/Town, Regional/ Village Chairman, Attorney-at-Law, Permanent Secretary, Senior Officers of the Joint Services (not below the rank of Assistant Superintendent/Lieutenant) or Headmaster/Headmistress/Principal of Schools, Lecturers at Tertiary Institutions, Doctors, Justices of the Peace and Commissioners of Oaths and Affidavits, Business Managers or any person of similar standing personally acquainted with the applicant.

When a previous marriage has been dissolved, the applicant would be required to produce the final decree of divorce or annulment.

The recommender must be a citizen of the Republic of Guyana who would have known the applicant for two (2) years or more, but must not be a member of the applicant's immediate family including, mother, father, husband, wife, uncle, aunt, son, daughter, etc.

DOCUMENTS TO BE PRODUCED

All documents must be produced in duplicate (certified copy or original and photocopy)

(E) (i) **Males (married or single) and women who**

have not been married should produce birth certificates or certificates of naturalization or registration and identification cards as a citizen of Guyana as the case may require.

(ii) **Married women** (including widows and women whose marriage have been terminated) applying for a passport should produce documents specified in (i) above, together with marriage certificate.

(iii) **NOTE:** Where an Order has been made by the High Court or in Chambers or by a Magistrate regarding the custody of a child, such Order must be produced and the nature of the Order stated.

(iv) **Change of Name.** If the applicant has changed his or her name by Deed Poll and has registered the change the Deed Poll must also be submitted along with your Birth Certificate as evidence that a change of name has been effected.

(v) **Persons born outside the Republic of Guyana** as constituted on 3rd November, 1978 and all persons claiming Citizenship by descent, naturalization or registration, must complete Section 4B and produce documentary evidence in support of the statement made there in. e.g. birth certificate of descent (Father/mother), naturalization or registration document, or other evidence of citizenship.

PHOTOGRAPHS

The colour photograph of the applicant will be taken at the booth at the Central Immigration and Passport Office by a Data Entry Immigration Clerk. When this is not possible for any valid reason, you must submit a photograph which must conform to the following specifications.

Photographs must not be larger than 45 x 35mm (1.77 x 1.38 in) nor smaller than 32 x 26mm (1.26 x 1.02 in). Portraits taken with a digital camera should be at high quality and resolution and be printed on photo quality paper.

The recommender is also required to endorse and stamp the reverse side of the copy of the photographs with the words:

"I certify that this is a true likeness of Mr., Mrs. or Miss" and

add his or her signature.

FORM A

To avoid delay, answers to all relevant sections should be completed in ink.

Please fill out the form in **BLOCK CAPITALS**

Note: Do not sign form until you have read all the notes on page 1

Passport Number

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Applicant's Signature (Do not exceed rectangle)

Photo

1 GENERAL INFORMATION

Surname (state whether Mr., Mrs., Miss(Sn., Fr., Rev. or Dr.):	Marital status: <input type="checkbox"/> Single <input type="checkbox"/> Married
First names	<input type="checkbox"/> Divorced <input type="checkbox"/> Widowed
Maiden Surname: (if applicant is woman who is or has been married)	Personal Description Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female Height: _____ cm Colour of eyes: _____ Hair Colour: _____ Special, peculiar (visible) marks: _____
Has name been changed otherwise than by marriage? <input type="checkbox"/> No <input type="checkbox"/> Yes If so, state original name: Name Change Document	
Age at last birthday: _____ Date of birth (day/mm/yr) _____	
Country of Birth: _____ Place of Birth: _____	
Profession or occupation: _____	
Present address: _____	
Usual place of residence: _____	
Local telephone no.: _____	fax no.: _____ e-mail: _____

2 Citizenship

State whether Citizenship of the Republic of Guyana by: <input type="checkbox"/> Birth <input type="checkbox"/> Naturalisation <input type="checkbox"/> Descent <input type="checkbox"/> Adoption <input type="checkbox"/> Registration
If Citizen of the Republic of Guyana by any of the above, give particulars of supporting document. Document Number: _____ Place of Issue: _____ Date of Issue _____

3 Married women applying for a passport must complete this section.

Husband's or former husband's surname and full First names: _____	
Place of marriage: _____	Date of marriage (day/mm/yr) _____

4 PERSONS BORN IN (A) ANY BRITISH COMMONWEALTH COUNTRY OR IN SOUTHERN IRELAND, IN A BRITISH PROTECTORATE, PROTECTED STATE OR MANDATE OR TRUST OR (B) IN ANY FOREIGN COUNTRY MUST COMPLETE A OR B BELOW:

A	If applicant's birth was registered as a citizen of the Republic of Guyana abroad, state:			
	<u>Name of consulate</u>	<u>Date of registration</u>	<u>Place and date of father's birth</u>	
B	Particulars of applicant's father : If born in Guyana If Citizen of Guyana by Naturalisation or REGISTRATION			
	<u>Place of birth</u>	<u>Date of Birth</u>	<u>No. of Certificate</u>	<u>Date and Place of Issue</u>

FORM A

To Chief Passport Officer

This is to certify that, I am the legal guardian of
Name in full

I hereby authorize you to issue him/her with a passport of the Republic of Guyana.

Signature

Relationship of applicant to child. Parent Guardian

5 USE OF PASSPORT

Passport required for travelling to:

Purpose of travel

6 DECLARATION

Please indicate by a tick in the box provided

- A - I the undersigned, hereby apply for the issue of a passport.
- B - I declare that the information given in this application is correct to the best of my knowledge and belief.
- C - That I have not lost the status of Citizen of the Republic of Guyana.
- D - That I have not previously held or applied for a passport of any description.
- E - That all previous passports granted to me have been surrendered, other than travel Document No.....which is now attached and that I have made no other application for a passport since the attached passport or travel document was issued to me.

Signature Date

7 REFERENCE: Applies to persons applying for a new passport.

Recommender: I certify that the applicant has been known personally to me for years and that to the best of my knowledge and belief, the facts stated on this form are true and correct.

Signature Date

Rank or Profession

Address

.....

.....

Office Stamp (if any)

IMPORTANT: Applicant and recommender are warned that should any statement contained in their respective declarations prove to be untrue, the consequences to them may be serious. The attention of persons who are asked to sign this declaration is specially called to the fact that it should be signed from personal knowledge of the applicant and not from information obtained from persons, and that they should know the applicant for a least two (2) years.

FORM A

Lost or Stolen Passport Information Sheet

Surname :	
First Name (s):	
Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Passport number
Date of birth	Date of issue
Place of birth	Document (Registration) No.
Document Type	Was police notified
Date of loss	Date of recovery
Date of police notification	
Police Report No.	
Place of loss	
Place of issue	
Recovery measures	
Remarks/Observations	

I hereby certify that the above particulars are correct and undertake that in the event of the passport coming again into my possession it will be handed over to the Passport Office or the nearest Police Station in Guyana or Guyana Consulate Overseas.

Signed: Date:

**FOR OFFICAL USE ONLY
DOCUMENTS PRODUCED TO BE NOTED HERE**

Applicant's birth certificate	Marriage certificate	Other documents
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Passport fee \$:

Receipt #:

Received by:

Checked by:

Passport signed by:

Signature: