

Application for Antigua and Barbuda Passport for applicants 16 and over

Notes for FORM L

Note 1 – Section 2 – Type of Application

The standard passport takes three (3) weeks to process. An emergency application can be processed within 24 hours.

Note 2 – Section 2 – Number of pages required

The standard passport of 32 pages is adequate for most travellers and is valid for 10 years.

However, a passport of 64 pages is available for adults who travel frequently and quickly fill the visa pages of a standard passport. This passport is also valid for a maximum of 10 years. If you require this, please tick box under 'Type of application' on Section 2 of the form. A higher fee applies.

Note 3 – Section 10 – Declaration of Parent or Guardian

One of your parents or guardian should complete and sign Section 10 if you are 16 or 17 years of age, unless you are married, (in which case you should produce your marriage certificate). If your parent/guardian is not available to sign the form, he/she must write a letter of consent. Please send the letter with the application, together with evidence of your parent's/guardian's identity and relationship to you, for example, their passport and birth certificate. If parents are unmarried, the consent should be given by your mother.

Note 4 – Documents to be produced

(for persons over 16 years of age)

- a) If the applicant was born in Antigua and Barbuda -
 - i) Applicant's birth certificate;
 - ii) Applicant's baptismal certificate (if using father's name and it does not appear on birth certificate);
 - iii) Applicant's marriage certificate (if applicable);
 - iv) Applicant's expired passport (if applicable).

- b) If applicant was born abroad of Antigua and Barbuda parents -
 - i) Applicant's birth certificate (showing parents' name);
 - ii) Birth certificate of parent of which applicant is claiming citizenship;
 - iii) Baptismal certificate of parents/grand parents (if surname does not appear on birth certificate);
 - iv) Marriage certificate of parents (if applicable);
 - v) Marriage certificate of applicant (if applicable)
 - vi) Copy of bio-data pages of applicant's passport (original passport to be produced for verification);
 - vii) **An apostille must be inscribed on documents not originating in Antigua and Barbuda.**

- c) If applicant was born abroad of Antigua and Barbuda grand parents
- i) Applicant's Birth certificate (showing parent's name);
 - ii) Parent's birth certificate showing his/her parent's name;
 - iii) Grand parent's birth certificate;
 - iv) Baptismal certificate of applicant, parent and grand parent (if applicable);
 - v) Marriage certificate of applicant, parent and grand parent (if applicable);
 - vi) Copy of bio-data pages of applicant's passport (original passport to be produced for verification);
 - vii) An apostille must be inscribed on documents not originating in Antigua and Barbuda.**
- d) Applicant who are citizens of Antigua and Barbuda by registration/ naturalisation -
- i) Applicant's birth certificate;
 - ii) Applicant's registration or naturalization certificate;
 - iii) Marriage certificate of applicant (if applicable);
 - iv) Copy of bio-data pages of applicant's passport (original passport to be produced for verification);
 - v) An apostille must be inscribed on documents not originating in Antigua and Barbuda.**

Note 5 – Section 7 – Previous passport

When you apply for a new passport you must surrender any previous Antigua and Barbuda passport for cancellation.

Note 6 – Section 8 – Lost or Stolen Passports

A report must be made immediately to police and immigration department whenever a passport is lost or stolen. A new passport can only be issued after exhaustive enquires. A higher fee applies.

Note 7 – Section 9 – Certification of Applicant

The application must be certified in Section 9 by any of the following persons, whether currently employed or retired: Member of Parliament, a Magistrate, Notary Public, Minister of Religion qualified under the law to perform marriages, Professional Engineer, Professional Accountant, Police Officer (Gazetted Rank), Bank Manager, Registered Medical Practitioner, Dentist, Permanent Secretary, Principal Assistant Secretary, Principal of a Primary or Secondary School, Head of Government Department, Barrister-at-Law, Solicitor or Attorney who has been personally acquainted with the applicant for no less than two (2) years and resident in Antigua and Barbuda. In respect of applications submitted to overseas missions certification must be provided by persons of similar standing to those enumerated above who are personally acquainted with the applicant for no less than two (2) years and resident in the country where the overseas mission is located.

Note 8 – Photographs

PHOTOGRAPH SPECIFICATIONS:

- Two (2) copies of a photograph taken within the last six (6) months. Must be original photos, not taken from any existing photo.
- The size must be 45 mm X 35 mm (1.77 X 1.38 inches).
- Show a full front view of head and shoulders without head covering (hat, etc.) and without dark spectacles.

- Taken against a plain white background without shadows.
- Colour photos.
- All photographs included with an application become the property of the Government of Antigua and Barbuda when it is lodged.
- The person who certifies the application is also required to endorse the reverse side of one copy with the words “I certify that this is a true photograph of

Applicant's name (Complete form in ink and capital letters, if handwritten)

Given names: _____

Surname: _____

Form L

IMPORTANT: Read all instructions carefully before completing the form. If you do not complete all of the sections as indicated, your application is likely to be refused.

Application for Antigua and Barbuda Passport for applicants 16 and over

Do NOT use this form if you are under 16- use Form M.
Write all dates using the format day/month/year

1 To be completed by all applicants Tick box(es) as appropriate

Your details

Surname: _____

Given names: _____

Marital Status: Single Married Divorced
Widowed Separated

Permanent address: _____

Date of birth: _____ Age last birthday _____

Height (ft): _____ Sex: Male Female

Place of birth: _____

Distinguishing marks (if any): _____

2 Type of application See Note 1 and 2

Standard Emergency
Number of pages required: 32 64

3 Reason for passport application

- 1- New (First Time) issue
- 2- Reissue of Expired passport
- 3- Reissue of full passport
- 4- Reissue of lost/stolen passport
- 5- Reissue of damaged passport
- 6- Reissue due to name change
- 7- Reason for name change: Marriage Adoption
Deed-pole
- 8- Other (please specify below)
Comments: _____

4 National status

Citizen of Antigua and Barbuda by: birth descent
naturalisation registration
If by naturalisation or registration:
Number of certificate of citizenship/ naturalisation: _____
Date of issue: _____
Passport number of country of birth: _____
Place and Date of issue: _____

5**Were you born abroad?**Yes No

If yes, see Note 4 and then complete this section.
 If no go to section 6

Father's details

His full name: _____

His place and country of birth: _____

His date of birth: _____

Mother's details

Her full name: _____

Her place and country of birth: _____

Her date of birth: _____

Grandparent's details

His/her full name: _____

His/her place and country of birth: _____

His/her date of birth: _____

If father, mother or grandparent is a citizen of Antigua and Barbuda by naturalisation or registration

Number of his/her document: _____

Place and date of issue: _____

If applicant's birth was registered at a Consulate of Antigua and Barbuda state:

Name of Consulate: _____

Number of registration certificate: _____

Date: _____

6**Supporting documents produced. See Note 4**Birth certificate Marriage certificate Baptismal certificate

Other (please specify) _____

7**Previous passport**

See Note 5

Is the previous passport attached?

Yes No

If yes, previous passport number _____

If no go to section 8

8**Give details of previous passport which has been lost or is not available. See Note 6**Number: _____ issued at _____
on (date) _____

Your name at the time of issue: _____

Circumstances in which passport was lost or why it is not available: _____

Place and date of loss: _____

Has loss been reported to the police? _____

9**Certification See Note 7**

I certify that the applicant has been known personally to me for _____ (state period) and this is the true photograph of the applicant.

Full name in block capitals _____

Occupation _____

Address _____

Signature and Date _____

Official Stamp
(if any)

10

Parent's consent. See Note 3

I (name) _____

the (relationship) _____ of (name)

_____ hereby

give my consent for him/her to hold a passport.

Signature _____

12

Supplementary Information

11

Declaration

To be signed by all applicants

I, the undersigned, hereby apply for the issue of a passport. I declare that the information provided in this application is correct to the best of my knowledge and belief and that I have not lost or renounced the status of Citizen of Antigua and Barbuda. I further declare that any and all previous passports granted to me have been surrendered, other than the passport or travel document with the number specified in section of this form, which is now attached, and that no other application for a passport has been made since the attached passport or travel document was issued to me.

Sign in box _____ Date: _____

IMPORTANT - KEEP WITHIN BOX.

Failure to comply with this instruction will invalidate the application

FOR OFFICIAL USE ONLY

Amount of Fee paid