

Frequently Asked Passport Questions
护照常见问题

Can I renew my machine-readable Trinidad and Tobago passport at the Embassy in Beijing?

我可以在北京的大使馆续签我的可机读式特立尼达和多巴哥护照吗？

The Embassy processes applications for the renewal of machine-readable Trinidad and Tobago passports. The relevant forms for applying for same are available at the [Immigration Division of Trinidad and Tobago](#) or at the [Embassy](#).

大使馆处理可机读式特立尼达和多巴哥护照的续签申请。申请的相关表格可在[特立尼达和多巴哥移民部门](#)或[大使馆](#)页面上找到。

Please send copies of the completed applications forms, the bio-data page of current machine readable Trinidad and Tobago passport, and passport photographs to embbeijingimmigration@foreign.gov.tt to begin your application.

请将填妥的申请表扫描件、当前特立尼达和多巴哥护照的个人信息页以及护照照片发送给 embbeijingimmigration@foreign.gov.tt 以开始您的申请。

You can contact the Immigration Section of the Embassy by telephone (telephone No.: +86 10 8532 3423 ext. 213/215); or by email (embbeijingimmigration@foreign.gov.tt) for more information.

您可以致电大使馆移民科（电话：+86 10 8532 3423 转 213/215）;或通过电子邮件（embbeijingimmigration@foreign.gov.tt）了解更多信息。

What are the applicable fees and how are they to be paid?

申请费用是多少，如何支付？

Applicants would be advised to make payment to the Embassy for their passport application, after their documents have been reviewed and approved by the Trinidad and Tobago Immigration Division.

申请人需要在特立尼达和多巴哥移民局审查和批准其文件后，向大使馆支付护照申请费用。

For applicants in mainland China, the applicable fees payable to the Embassy are ¥465.00 for a business passport (contains 48 pages) and ¥370.00 for an ordinary passport (contains 32 pages).

对于中国大陆的申请人，向大使馆支付的适用费用为商务护照（含 48 页）465.00 元人民币，个人普通护照（含 32 页）为 370.00 元人民币。

For applicants outside of mainland China, the applicable fees payable to the Embassy are USD 76.00 for a business passport and USD 60.00 for an ordinary passport.

对于中国大陆以外的申请人，向大使馆支付的适用费用为商务护照 76.00 美元，普通护照 60.00 美元。

Payment of the relevant application fees can be made in cash at the Embassy, or remotely via money order to the **"Embassy of the Republic of Trinidad and Tobago in Beijing, China"**.

申请费可以在大使馆当面以现金支付，也可以到当地中国邮政银行通过汇票的形式将相关费用汇入我使馆。

Applicants residing in mainland China should transmit funds via the money order service provided by **"China Post"**.

居住在中国大陆的申请人应通过中国邮政银行提供的汇票服务支付费用。

汇票收款人地址：北京市朝阳区亮马桥外交公寓 C 区别墅 04-03 (010-85323432)
收款人姓名：特立尼达和多巴哥驻华大使馆
邮编：100600

附言处需填写护照申请人英文名字

Applicants residing outside of mainland China would be advised of bank wire transfer details after all application documents have been reviewed and approved.

对于居住在中国大陆境外的申请人，在其申请材料全部审核并通过后，使馆会告知申请费用支付方式的相关信息。

Can I send my passport renewal application documents to the Embassy by mail?

我可以通过邮寄方式将护照续签申请文件寄给大使馆吗？

Yes. After the electronic copies of the application documents are reviewed by the Immigration Division in Trinidad and Tobago, the applicant would be contacted by the Embassy and advised to make arrangements for payment and to mail the original application documents to the Embassy.

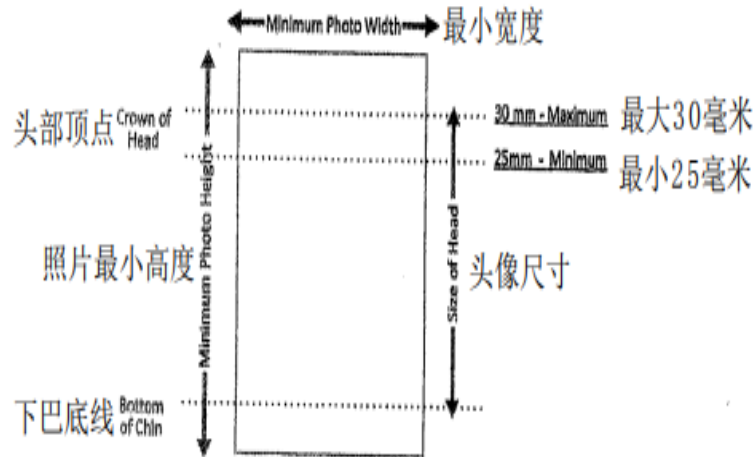
可以。在特立尼达和多巴哥移民局审查通过申请文件的电子副本后，大使馆将与申请人联系，并通知申请人安排付款并将原始申请文件邮寄给大使馆。

How long is the process?

申请过程有多长？

All passports applications received by the Embassy must be processed by the Immigration Division in Port of Spain, Trinidad and Tobago, and may take up to three (3) months to return to the Embassy in Beijing.

大使馆收到的所有护照申请必须由位于西班牙港的特立尼达和多巴哥移民局处理，最多可能需要三（3）个月才能返回位于北京的大使馆。



Your photograph must be at least 41mm x 31mm or larger to be accepted. If your photograph exceeds these measurements, DO NOT trim to size.

照片至少或大于 41 X 31 毫米，如大于请勿裁剪。

The size of your head in the photograph must measure from bottom of chin to crown of head 25mm to 30mm. 头像务必在头部顶点和下巴底线的 25 到 30 毫米之内。

The crown of head is the top of your skull, not the top of your hair. 头部顶点是指发际线，不包括头发。

Additional Requirements 附加要求

- Neutral expression, mouth closed 表情自然，嘴巴合拢
- No red eye 不能有红眼拍摄现象
- Hair out of face, edges of face visible 发际线及面部轮廓清晰
- Looking straight at camera 正视相机
- No head coverings (except for religious purposes) 头部无遮挡（宗教信仰装束除外）
- No glasses 不要戴眼镜
- Nothing obscuring eyes 眼睛部位不能遮挡
- Prescription lenses only, no tinted lenses 拍摄镜头要求清洁
- No Shadows 无阴影
- Plain light background 白底
- No hands in photograph 手部不在照片内
- Good quality prints only 照片冲洗清晰

If your photographs do not meet the photograph or head size requirements, or fail to comply with the additional requirements above, your application will be rejected and returned to you.

如果您的照片头部尺寸不符有，或不符合附加要求，申请将被退回。

Photographs printed at home may also be rejected if the quality is not of sufficient standard for passport purposes.

如果照片不符合护照制作要求，或自行打印的将被退回。