# APPLICANT CHECKLIST FOR RENEWAL OF A MACHINE READABLE PASSPORT

## Nationals are eligible for passport renewal via mail ONLY if the applicant:-

- 1. Already holds a Machine Readable Passport (MRP) -Passport number begins with TA; TB; BA or TC
- 2. Is 16 years of age and over. Applicants under the age of 16 must schedule an appointment via (305) 374-2199 Ext. 317 and appear in person. (WALK-INS ARE NOT ACCEPTED).

#### If both apply, please mail us:-

#### Completed Renewal Application Form

- The form must be printed on Legal size paper (8 1/2" x 14") and printed on both sides of the paper and in colour.
- Do not bend/ fold or use Correction Tape/ Liquid Paper to make corrections on form.
- o All Applicants must sign Section 4 and Section 9.
- Your signature must be consistent and must not exceed or touch the borders of the Signature Box.
- For applicants between the ages of 16-18 -submit copy of parent's ID/ Passport
- One (1) coloured photocopy of the Bio-data page of your passport (the page with your photograph, including the adjoining page).
- Physical passport <u>IS</u> required at this time. If the most recently issued passport is not available or damaged, please follow and complete the <u>Lost/ Stolen/ Mutilate Passport</u> Checklist and application form on the website.
- Two (2) identical passport photos -photos must be <u>NO</u> older than 6 months (photo size must be at least 2" x 2". The size of the face from crown of head to chin must be between 1" 1 3/8").

#### **Specifications:-**

- o Look straight ahead (full face).
- No smiling (teeth), hat, glasses, colour contact lens, obstructive earrings, no multiple earrings, no facial piercings.
- Must show your complete hairline, hair must be tucked behind ears, no head garments or hair accessories, hairline and ears must be visible. Headdress shall be accepted <u>ONLY</u> in keeping with religious customs or for medical reasons.
- o Must stand against white background with no shadows.
- Must wear complete Shirt/Blouse/T-shirt (no sleeveless and not white in colour).
- NOTE: If your status has changed since your first issue or there are any NEW documents
  not submitted with the previous MRP application, you must provide such documents in
  original form as well as <u>TWO (2) COLOUR PHOTOCOPIES OF EACH DOCUMENT</u>
  - o Changes may include but not limited to:-

## **Change of Name**

- Original Name Change Certificate (United States -obtained from the Court) <u>OR</u>
- Original Deed Poll (Trinidad and Tobago).

#### **Change of Marital Status (applicable ONLY to women)**

- Original Marriage Certificate for each marriage.
- Original Divorce Decree/ Final Judgment for each divorce.
- Death Certificate (regardless of if there is a name change).

#### **Change of Legal Status**

Original Naturalization Certificate OR Certified Copy.

 1 colour copy of the Bio-data page of passport (eg. US Passport) (physical passport is not required).

1 colour copy of Resident Card (original not required).

## **COST OF PASSPORTS AND POSTAGE**

Regular 32-page Passport Book - US\$60.00

Business 48-page Passport Book - US\$76.00

Over Age 60 – FREE - US\$20.00 Diplomatic Fee applies

Replacement of a valid Lost, Stolen, Tampered or Mutilated Passport Book – (US\$60.00-US\$180). Exact cost will be determined and communicated to you before the application for a new Machine Readable Passport is processed.

Payment Options: Money Order/ Postal Order or Banker's Check issued in the United States ONLY (NO PERSONAL OR COMPANY CHECKS ACCEPTED) made payable to: Consulate General of Trinidad and Tobago

#### **ONE MONEY ORDER PER APPLICANT**

**POSTAGE FEE:-** (Subject to change without notice)

Nationals who reside within Florida, Alabama, Georgia, Kentucky, Louisiana, Texas, Tennessee, Mississippi, North Carolina and South Carolina:- US\$25.00 Nationals who reside outside of the above listed States:- US\$35.00

Passport Fee and Postage Fee may be combined in one Money Order

Nationals who reside outside of the Continental United States: - Must provide an Account Number (eg.FedEx)

- Passports will be mailed upon completion.
- PASSPORT PICKUP IS NOT AVAILABLE

Mail Documents to: Consulate General of Trinidad and Tobago

ATTN: Immigration Section 1000 Brickell Avenue, Suite 800

Miami, FL 33131

BUSINESS HOURS: MONDAY - FRIDAY 9:00am - 5:00pm



# APPLICATION FORM FOR THE RENEWAL OF TRINIDAD AND TOBAGO MACHINE READABLE PASSPORT (APPLICANTS 16 YEARS AND OVER)

PLEASE PRINT INFORMATION IN BLOCK LETTERS

### WARNING TO ALL APPLICANTS

PA	FOR OFFICIAL USE ONLY  PASSPORT ORIGIN  TYPE			RECEIPT#		PASSPORT#	ral statement knowingly to be false or lible to be fined and to imprisonment.  PASSPORT#				
TYPE EXPEDITED		PICK UF		DATE		DATE OF ISSUE					
	RE-PAID	REASOI APPLIC				VALID TO					
	SURNAME	<i> </i>		<u>                                     </u>							
	FIRST NAME	<i>III</i>		<u>                                     </u>			<u> </u>				
	MIDDLE NAME(S)	/ <u>/_</u>		! <u></u>							
	MAIDEN NAME (SURNAME AT BIRTH)	1 1 1 1	, , , , ,	, , , , , ,		1 1 1 1					
	FORMER NAME	''	''	''	////	_''					
	SURNAME	<i>III</i>		/////							
	FIRST	///		'III							
	PERSONAL INFORMATI										
	DATE OF BIRTH   SEX MALE [ ] FEMALE [ ] HEIGHT (CM) PLACE OF BIRTH										
	Day         Month         Year           COUNTRY OF BIRTH										
	MARITAL STATUS: SINGLE[] MARRIED[] WIDOWED[] DIVORCED[] SEPARATED[] OTHER[]										
	OCCUPATION / PROFES	OCCUPATION / PROFESSION									
	HOME ADDRESS										
	MAILING ADDRESS (IF DIFFERENT FROM HOME ADDRESS)										
	/////										
	WORK ADDRESS (OR IF RESIDENT ABROAD, LOCAL ADDRESS)										
	<u>                                     </u>										
	<u> </u>										
	NAME OF FIRM / ORGA	AME OF FIRM / ORGANIZATION									
	<i>!!!!</i>										
	CONTACT INFORMATION										
	HOME TEL. NO. //_ /_ /_ /_ /_ MOBILE NO. //_ /_ /_ /_ /_ /_ /_ /_ /_ /_ /_ /_										
	OFFICE TEL. NO.   _   _   _   _   _   _   _   _ E-MAIL ADDRESS   _   _   _   _   _   _   _   _   _										
	MARRIED WOMEN										
	PRESENT MARRIAGE										
	HUSBAND'S NAME  Day Month Year										
	SURNAME										
	FIRST NAME										
	PREVIOUS MARRIAGE(S	·' 6)									
Г	Date of Marriage (Day/Mont		Husband's Na	me in Full	Place of Marri	age	Husband's Nationality				
r											
r											
r											
_											

(\*N.B. \*this form will become void if the Specimen Signature touches the Border)

Specimen Signature of Applicant

PARTICULARS OF PASSPORT TO BE REN	EWED							
PASSPORT NUMBER	DATE OF ISSUE	(Day/Month/Year)		PLACE OF ISSUE				
CITIZENSHIP INFORMATION								
ARE YOU NOW OR HAVE YOU EVER BEEN A CITIZEN OF ANY COUNTRY OTHER THAN THE REPUBLIC OF TRINIDAD AND TOBAGO? YES [ ] NO [ ]								
If yes, please provide details below								
COUNTRY	CITIZENSHIP BY	CERTIFICATE N	0.	ISSUE DATE (Day/Month/Year)				
1.								
2.								
PERMISSION FROM PARENT / LEGAL GUARDIAN FOR APPLICANTS UNDER 18 YEARS OF AGE								
FIRST NAME ///	<u>                                     </u>							
SURNAME ///	<i></i>							
Solemnly declare that I am the of the Applicant, and hereby give permission to								
(RELATIONSHIP)								
FIRST NAME								
SURNAME ////	<u>!</u>							
To apply for the renewal of his/her Trinidad and Tobago Passport								
I.D. / Passport# of Parent / Legal Guardian Date of Issue /								
		Date of	133UC					
/		at/Logal Cuardian						
	algnature of Paren	urcegai Guardian	30460011082600110810110810060HHV26026F					
(i)  NAME								
i. I am a citizen if the Republic ii. The statements made in this iii. The attached photograph en iv. I shall report to the Immigrat  DATED	e of Trinidad and Tobago s application are true and correct. sclosed is a true likeness of myself. sion Division or the nearest Republic   Month Year		rseas Mission a					
i. I am a citizen if the Republic ii. The statements made in this iii. The attached photograph en iv. I shall report to the Immigrat  DATED	e of Trinidad and Tobago s application are true and correct. sclosed is a true likeness of myself. sion Division or the nearest Republic   Month Year		rseas Mission a	any change in my citizenship.				
i. I am a citizen if the Republic ii. The statements made in this iii. The attached photograph en iv. I shall report to the Immigrat  DATED	e of Trinidad and Tobago s application are true and correct. sclosed is a true likeness of myself. sion Division or the nearest Republic   Month Year	of Trinidad and Tobago Over	rseas Mission a	any change in my citizenship.				
i. I am a citizen if the Republic ii. The statements made in this iii. The attached photograph en iv. I shall report to the Immigrat  DATED	e of Trinidad and Tobago s application are true and correct. sclosed is a true likeness of myself. sion Division or the nearest Republic    J	of Trinidad and Tobago Over	rseas Mission a	any change in my citizenship. nature				
i. I am a citizen if the Republic ii. The statements made in this iii. The attached photograph en iv. I shall report to the Immigrat DATED	e of Trinidad and Tobago s application are true and correct. sclosed is a true likeness of myself. sion Division or the nearest Republic    J	of Trinidad and Tobago Over	Sig	any change in my citizenship. nature				
i. I am a citizen if the Republic ii. The statements made in this iii. The attached photograph en iv. I shall report to the Immigrat DATED	e of Trinidad and Tobago s application are true and correct. sclosed is a true likeness of myself. sion Division or the nearest Republic    Month Year	of Trinidad and Tobago Over	Sig	nature				
i. I am a citizen if the Republic ii. The statements made in this iii. The attached photograph en iv. I shall report to the Immigrat DATED	e of Trinidad and Tobago s application are true and correct. sclosed is a true likeness of myself. sion Division or the nearest Republic    Month Year	of Trinidad and Tobago Over	Sig	any change in my citizenship. nature				
i. I am a citizen if the Republic ii. The statements made in this iii. The attached photograph en iv. I shall report to the Immigrat DATED	e of Trinidad and Tobago s application are true and correct. sclosed is a true likeness of myself. sion Division or the nearest Republic    Month Year	of Trinidad and Tobago Over	Sig	nature				
i. I am a citizen if the Republic ii. The statements made in this iii. The attached photograph en iv. I shall report to the Immigrat DATED	e of Trinidad and Tobago s application are true and correct. sclosed is a true likeness of myself. sion Division or the nearest Republic    Month Year	of Trinidad and Tobago Over	Sig	nature				
i. I am a citizen if the Republic ii. The statements made in this iii. The attached photograph en iv. I shall report to the Immigrat DATED	e of Trinidad and Tobago s application are true and correct. sclosed is a true likeness of myself. sion Division or the nearest Republic    Month Year	of Trinidad and Tobago Over	Sig	nature				
i. I am a citizen if the Republic ii. The statements made in this iii. The attached photograph en iv. I shall report to the Immigrat DATED	e of Trinidad and Tobago s application are true and correct. sclosed is a true likeness of myself. sion Division or the nearest Republic    Month Year	of Trinidad and Tobago Over	Sig	nature				
i. I am a citizen if the Republic ii. The statements made in this iii. The attached photograph en iv. I shall report to the Immigrat DATED	of Trinidad and Tobago s application are true and correct. sclosed is a true likeness of myself. sion Division or the nearest Republic    Month Year	of Trinidad and Tobago Over	Sig	nature				
i. I am a citizen if the Republic ii. The statements made in this iii. The attached photograph en iv. I shall report to the Immigrat DATED	of Trinidad and Tobago s application are true and correct. sclosed is a true likeness of myself. sion Division or the nearest Republic    Month Year	of Trinidad and Tobago Over	Sig	nature				
i. I am a citizen if the Republic ii. The statements made in this iii. The attached photograph en iv. I shall report to the Immigrat DATED	of Trinidad and Tobago s application are true and correct. sclosed is a true likeness of myself. sion Division or the nearest Republic    Month Year	of Trinidad and Tobago Over	Sig	nature				