



**HIGH COMMISSION FOR THE REPUBLIC OF TRINIDAD AND TOBAGO TO JAMAICA  
EMBASSY OF THE REPUBLIC OF TRINIDAD AND TOBAGO TO THE DOMINICAN REPUBLIC AND HAITI**

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Kingston 5  
Jamaica

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**PASSPORT RENEWAL**

**INSTRUCTIONS AND GENERAL INFORMATION**

**Documents Required When Submitting an Application for the Renewal of Passport;**

**Applicants Resident in Jamaica**

1. Two completed application forms (printed double-sided on legal size paper).
2. Two coloured copies of the bio-data page of the passport.
3. Two passport size photos, white background (neutral expression).
4. Passport Fee \$7800.00 (per application) CASH ONLY.
5. 60 years and older passport fee \$2600.00(per application) CASH ONLY;
6. Supporting documents for any changes to names or marital status (marriage certificate, divorce decree, deed poll).

Kindly ensure that signatures are affixed to all sections that require signatures (Section 3,6 and 8). It should be noted that the old passport must be submitted for cancellation before the new one is issued. Accordingly, you can transmit the passport when you are submitting the application, or you can wait until the new one is ready to be collected and then transmit to the High Commission for cancellation

### **Applicants Resident abroad**

1. Two completed application forms (printed double-sided on legal size page) must be sent to the High Commission for the Republic of Trinidad and Tobago in Jamaica at # 25 Windsor Avenue, Kingston 5.
2. Two coloured copies of the bio-data page of the passport.
3. Two passport size photos, white background (neutral expression).
4. An international money order/bank draft in the sum of US\$65.00 (per application) addressed to the High Commission for the Republic of Trinidad and Tobago.
5. 60 years and older an international money order/bank draft in the sum of US\$25.00 (per application) addressed to the High Commission for the Republic of Trinidad and Tobago.
6. A self-addressed return envelope (DHL, FedEx or courier service of your choice) must accompany the application. and
7. Supporting documents for any changes to names or marital status (marriage certificate, divorce decree, deed poll etc).

Kindly ensure that signatures are affixed to all sections that require signatures (Section 3,6 and 8). It should be noted that the old passport must be submitted for cancellation before the new one is issued. Accordingly, you can transmit the passport when you are submitting the application, or you can wait until the new one is ready to be collected and then transmit to the High Commission for cancellation



**4. PARTICULARS OF PASSPORT TO BE RENEWED**

PASSPORT NUMBER	DATE OF ISSUE (Day/Month/Year)	PLACE OF ISSUE

**5. 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 NO.	ISSUE DATE (Day/Month/Year)
1.			
2.			

**6. PERMISSION FROM PARENT / LEGAL GUARDIAN FOR APPLICANTS UNDER 18 YEARS OF AGE**

FIRST NAME \_\_\_\_\_  
 SURNAME \_\_\_\_\_

Solemnly declare that I am the \_\_\_\_\_ of the Applicant, and hereby give permission to  
 (RELATIONSHIP)

FIRST NAME \_\_\_\_\_  
 SURNAME \_\_\_\_\_

To apply for the renewal of his/her Trinidad and Tobago Passport

I.D. / Passport# of Parent / Legal Guardian \_\_\_\_\_ Date of Issue \_\_\_\_/\_\_\_\_/\_\_\_\_

Dated \_\_\_\_/\_\_\_\_/\_\_\_\_ Signature of Parent/Legal Guardian

**7. REFERENCES**

Please provide the following information with respect to two persons who are not relatives and have known you for at least three years. These persons may be contacted to confirm your identity.

(i)  
 NAME \_\_\_\_\_  
 TEL. CONTACT \_\_\_\_\_

(ii)  
 NAME \_\_\_\_\_  
 TEL. CONTACT \_\_\_\_\_

**8. DECLARATION OF APPLICANT**

I \_\_\_\_\_ solemnly declare that:

- i. I am a citizen of the Republic of Trinidad and Tobago.
- ii. The statements made in this application are true and correct.
- iii. The attached photograph enclosed is a true likeness of myself.
- iv. I shall report to the Immigration Division or the nearest Republic of Trinidad and Tobago Overseas Mission any change in my citizenship.

DATED \_\_\_\_/\_\_\_\_/\_\_\_\_  
Day Month Year

I.D. / PASSPORT# \_\_\_\_\_

DATE OF ISSUE \_\_\_\_/\_\_\_\_/\_\_\_\_  
Day Month Year

Signature

FOR OFFICIAL USE ONLY

MARRIAGE CERTIFICATE NO. \_\_\_\_\_ ENTRY NO. \_\_\_\_\_ ISSUE DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

DEED POLL NO. \_\_\_\_\_ DATED \_\_\_\_/\_\_\_\_/\_\_\_\_

SWORN DECLARATION \_\_\_\_\_ DATED \_\_\_\_/\_\_\_\_/\_\_\_\_ REF. \_\_\_\_\_

OTHER INFORMATION (Where Necessary)  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

OFFICER'S SIGNATURE \_\_\_\_\_

OFFICER'S STAMP

DATE \_\_\_\_/\_\_\_\_/\_\_\_\_  
Day Month Year