



Consulate General of the Republic of Trinidad and Tobago

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**GUIDELINES FOR TRANSPORTING CREMATED REMAINS
TO TRINIDAD AND TOBAGO (UNACCOMPANIED)**

Please read I. to III. carefully:

- I. The Consulate General can only deal with the transportation of cremated remains of persons who died in one of the nine eastern seaboard states in our jurisdiction; or where the family and/or funeral agency that is making the arrangements for repatriation is located in one of the states in our jurisdiction.
 - II. In light of the COVID-19 pandemic, funeral homes/families should refrain from making flight arrangements until they receive exemption from the Ministry of National Security. Contact the Consulate General by email or phone (extensions 1124 or 1106) for further instructions.
 - III. Mail all original documents.
- A. **Documents required for sending (repatriation) cremated remains (ashes) to Trinidad and Tobago by a Funeral Home/Agency in the United States**
1. Original Death Certificate. Please ensure that the death certificate has the correct bio data information about the deceased.
 2. Original Certificate of Cremation from the Funeral Home.
 3. Original letter from the funeral home (stating the license number of the funeral home, that the body was consigned to the funeral home on x date, was cremated on x date at x location and the cremated remains were placed in the x container). See sample attached.
 4. Original Passport (Trinidad and Tobago or US passport is acceptable. If not available the original birth certificate *and supporting affidavit if applicable* of the deceased must be submitted).
 5. A money order for US \$37.00 made payable to the "Consulate General of Trinidad & Tobago".
 6. Copy of flight itinerary.
 7. Information about the receiving funeral home in Trinidad and Tobago (name of contact, address, telephone number and email address). **Include a self-addressed pre-paid USPS/FedEx/UPS envelope for the return of all original documents.**

B. Guidelines for providing information to the Consulate General, New York

1. The name on the passport and death certificate must be identical. If not, provide the name change document (e.g. marriage certificate, divorce document, court name change document).
2. Ensure that all relevant documents are signed, stamped and notarized as required.
3. If the flight information is **not** available at the submission of the documents, it must be provided **at least** two (2) working days prior to departing the US.
4. The cremated remains **must** be sent to a Funeral Home (and not an individual) in Trinidad and Tobago in order for the ashes to be collected at the airport.
5. **The following situations require prior approval from Trinidad in order for the Consulate General to certify the documents submitted. Please note this will prolong the processing of the documents.**
 - a. The deceased "Place of Birth" **was not** Trinidad and Tobago. Where **approval from Trinidad and Tobago is required**, the documents will be **processed after written approval is obtained, the processing time varies according to the details of the case.**

C. Further Information

Call the Consulate General at (212) 682-7272 ext. 1124/1106 or send an email to cgnycertificates@foreign.gov.tt.