



EMBASSY OF THE REPUBLIC OF TRINIDAD AND TOBAGO

1708 Massachusetts Avenue N.W., Washington D.C. 20036
Phone: (202)-467-6490 Email: embdcimmigration@foreign.gov.tt

GUIDELINES AND CONDITIONS FOR ISSUANCE OF AN EMERGENCY CERTIFICATE

An **Emergency Certificate (E.C.)** is a document issued to Trinidad and Tobago citizens for the purpose of **URGENT, DIRECT, ONE-WAY** travel to Trinidad and Tobago. Emergency Certificates, are **ONLY** issued to persons who already possess a Trinidad and Tobago Machine Readable passport (MRP). *The document is issued, at the discretion of the Immigration Attaché assigned to the Embassy.* Before submitting an application for an Emergency Certificate, persons should contact the Embassy's Immigration Department at 202-467-6490 or embdcimmigration@foreign.gov.tt for required information.

The Emergency Certificate (travel document) is valid **only** for **direct, one-way** travel to Trinidad and Tobago based on the date stated on itinerary.

- If the intended travel is rescheduled later than seven days from original travel date, the bearer must immediately notify the issuing office.
- If travel arrangements are cancelled this document must be returned to the issuing office.

CHECKLIST FOR EMERGENCY CERTIFICATE:

- Completed application form.
- Trinidad and Tobago Machine Readable passport.
- Computer Generated Birth or Adoption Certificate.
- Document(s) showing proof of emergency.
- Coloured copy of relevant **valid** identification.
- Marriage Certificate(s) and Divorce Decree(s), applicable to women.
- Name Change document or Deed Poll
- Two (2) Passport photos 2" x 2", white background.
- Proposed Travel Itinerary.

Additional documents may be required on a case-by-case basis.

- **POSTAGE:** a money order for **\$28.75 (subject to change)** must be provided for postage, along with a letter of authorization to have documents mailed.
 - The authorization letter must include **full name** (addressee), **full address** of where the package should be mailed and a valid **contact number**. The authorization letter can also be found on our website at www.foreign.gov.tt/embwashington (Document – 13).

The Emergency Certificate must be surrendered to the Immigration Officer at the port of entry in Trinidad and Tobago. An Emergency Certificate is **NOT A PASSPORT**. A passport **must** be obtained for future travel.

The issuance of an Emergency Certificate **does not permit** the bearer to an **expedited passport process** in Trinidad and Tobago.

I, _____ have read and understood the above guidelines and conditions when traveling on an Emergency Certificate and understand that its issuance is for the sole purpose of **one way emergency travel only** to Trinidad and Tobago.

Signature

Date

APPLICATION FOR AN EMERGENCY CERTIFICATE



FOR OFFICIAL USE ONLY

E.C.NO:

DATE OF ISSUE:

MR./MRS./MS. _____
Surname First Name Middle Initial

MAIDEN NAME _____ PHONE #: _____
Women Only

DATE OF BIRTH: _____ PLACE OF BIRTH: _____

ADDRESS: _____
Street Apt
City State Zip

OCCUPATION/PROFESSION: _____

REASON FOR APPLYING FOR AN EMERGENCY CERTIFICATE: _____

PASSPORT NO: _____ ISSUE DATE: _____ PLACE OF ISSUE: _____

DO YOU HOLD CITIZENSHIP OF ANY OTHER COUNTRY? YES () NO ()

IF YES STATE COUNTRY AND DATE OF ACQUISITION OF FOREIGN CITIZENSHIP

COUNTRY: _____ DATE OF ACQUISITION: _____

FLIGHT NO: _____ PROPOSED DATE OF DEPARTURE: _____

PORT OF DEPARTURE: _____

DATE: _____ APPLICANT'S SIGNATURE: _____

DO NOT WRITE IN THIS SPACE
(FOR OFFICIAL USE ONLY)

DOCUMENTS PRODUCED:

BIRTH CERTIFICATE () PASSPORT ()

MARRIAGE CERT. () MRP # _____

OTHER DOCUMENTS: _____

APPROVED BY: _____

SIGNED BY: _____

DATE: _____

PLACE OF ISSUE: _____