



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

REQUIREMENTS FOR THE REPATRIATION OF HUMAN REMAINS.

Processing of your submission for approval to repatriate Human Remains takes at least **10 business days** upon our receipt of your completed application and **all** supporting documents.

Submit all **ORIGINAL** documents listed on the following checklist. ALL ITEMS MUST BE PROVIDED. Please note that **all foreign documents** submitted in support of an application **must** be **notarized or apostilled**, where applicable.

- **DEATH CERTIFICATE:** The full name of the deceased national, date and place of death **must** be recorded on Death Certificate.
- **LETTER/CERTIFICATE OF NON-CONTAGIOUS DISEASE:** To be issued by doctor, coroner or hospital. Document must bear an official letter head and be signed by a medical practitioner.
- **PERMIT TO DISPOSE/TRANSPORT HUMAN REMAINS:** To be issued by the Department of Health within the relevant district.
 - Letter of authenticity issued by an authority verifying the authenticity of the document, for the transportation of the deceased, if necessary.
- **EMBALMING CERTIFICATE:** This is acquired from the funeral home.
- **BIRTH CERTIFICATE:** of deceased; Trinidad and Tobago Restoration or Adoption Certificate, *if applicable*.
 - If the deceased is not a citizen of Trinidad and Tobago by birth, their Original Birth Certificate/Adoption Certificate from the respective country must be produced; along with relevant official translations where necessary.
 - If the deceased is a naturalized citizen of another country, their Naturalization Certificate must be produced, along with relevant official translations where necessary.
- **PASSPORT:** Trinidad and Tobago passport (valid or expired).
 - If the deceased was not a citizen of Trinidad and Tobago by birth, and is also a Citizen of another country, the passport from that country must be produced.



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- **TRAVEL ITINERARY:** Please indicate the intended date for the transportation of the remains to Trinidad and Tobago. Kindly take the applicable processing time into careful consideration when making travel arrangements. You are further advised **not to confirm any tickets** until formal approval has been granted by the Embassy.
- **APPLICANT CONTACT INFORMATION:** Information required for the funeral agency and individual making the request.
 - For funeral agency responsible for receipt of Human Remains, in Trinidad and Tobago. This should include point of contact full name, phone number, and email address.
 - For one (1) designated family member of the deceased in Trinidad and Tobago. This should include full name, phone number, and email address and relationship to the deceased.
- **PAYMENT:** Submit payment for **US\$20.00**. *All payments must be made payable to “Embassy of Trinidad and Tobago” by money order only.*
- **POSTAGE:** A money order in the amount of **US\$30.00** (subject to change) must be submitted for service within the United States. *Applicants outside of the United States must provide a Prepaid Label/Air Way Bill that covers return mailing.* All applications must be accompanied by a letter of authorization permitting the mailing of your passport.
- **AUTHORISATION TO POST:** The authorization letter must include *full name* (addressee), *full address* (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).

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



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REQUIREMENTS FOR THE REPATRIATION OF CREMATED REMAINS

Processing of your submission for approval to repatriate Cremated Remains takes at least **10 business days** upon our receipt of your completed application and **all** supporting documents.

Submit all **ORIGINAL** documents listed on the following checklist. ALL ITEMS MUST BE PROVIDED. Please note that **all foreign documents** submitted in support of an application **must** be **notarized or apostilled**, where applicable.

- **DEATH CERTIFICATE:** The full name of the deceased national, date and place of death **must** be recorded on Death Certificate.
- **CERTIFICATE OF CREMATION**
- **LETTER OF CONFIRMATION:** Issued from funeral Home attesting that the urn contains **only** the cremated remains of the deceased.
- **STATEMENT OF DEATH:** Issued from the funeral director.
- **BIRTH CERTIFICATE:** of deceased; Trinidad and Tobago Restoration or Adoption Certificate, *if applicable*.
 - If the deceased is not a citizen of Trinidad and Tobago by birth, their Original Birth Certificate/Adoption Certificate from the respective country must be produced; along with relevant official translations where necessary.
 - If the deceased is a naturalized citizen of another country, their Naturalization Certificate must be produced, along with relevant official translations where necessary.



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- **PASSPORT:** Trinidad and Tobago passport (valid or expired).
 - If the deceased was not a citizen of Trinidad and Tobago by birth, and is also a Citizen of another country, the passport from that country must be produced.
- **TRAVEL ITINERARY:** State the date on which the remains will be transported to Trinidad and Tobago. Kindly take into careful consideration the processing time outlined above when booking travel arrangements.
- **APPLICANT CONTACT INFORMATION:** This should include full name, phone number, and email address, the relationship to the deceased of the individual making the request, along with a coloured notarised copy of that person's Trinidad and Tobago passport. If a different person is transporting the urn, please include a coloured notarised copy of that person's Trinidad and Tobago passport as well.
- **PAYMENT:** Submit payment for **US\$20.00**. *All payments must be made payable to "Embassy of Trinidad and Tobago" by money order only.*
- **POSTAGE:** A money order in the amount of **US\$30.00 (subject to change)** must be submitted for service within the United States. *Applicants outside of the United States must provide a Prepaid Label/Air Way Bill that covers return mailing.* All applications must be accompanied by a letter of authorization permitting the mailing of your passport.

AUTHORISATION TO POST: 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).

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