

How to Apply for...

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JAMAICAN

PASSPORT



Caribbean Community



JAMAICA

PASSPORT

Information provided by the

Passport, Immigration and Citizenship Agency (PICA)



www.pica.gov.jm

FIRST TIME/RENEWAL ADULT APPLICATION

CHECKLIST OF DOCUMENTS FOR PASSPORT APPLICATIONS

- Application form certified by a Notary Public
- Birth Certificate/Certificate of Citizenship/Adoption Certificate
- Two colour photographs (only ONE of the photos must be certified)
- Marriage Certificate or Decree Absolute where necessary
- Police report for lost/stolen passport

PASSPORT CHECKLIST Continued...

- Valid I.D. for lost & first-time applicants & for parents or guardian identifying their children
- Fee: US\$50/US\$80 (child/adult)
- Fee for lost or stolen passport: US\$160

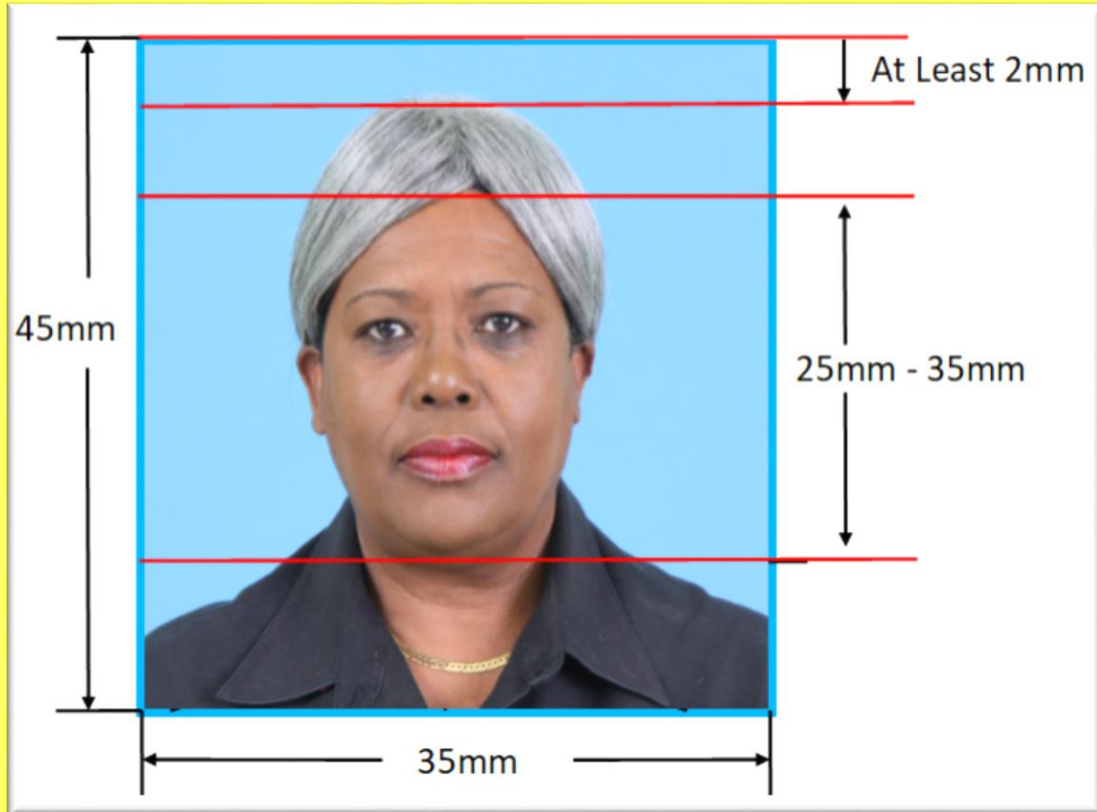
Documents should not be laminated or photocopied

Please note...

- Children three (3) years and older and adults applying for the 1st time, must appear in person when applying
- A parents or legal guardian is required to make out the application on behalf of a minor (below 18 years)
- Sections C and E must be completed and signed by the parent/legal guardian who is applying for the child
- Persons appointed as legal guardians should present court document conferring guardianship
- Application forms and photographs are valid up to six months after the date of certification

Applicants must:

Submit a complete application form along with two passport-sized photographs



Passport Photographs must:

- ✓ Be 45 millimetres (length) x 35 millimetres (width)
- ✓ Of a margin of no less than 2mm from the top of the head to the edge of the photo
- ✓ Show the length of the face to be 25mm to 35mm from chin to the top of head
- ✓ Be taken against a pastel shaded background
- ✓ Not be taken with applicant in white clothing
- ✓ Show neutral expression. No smiling.