



EMBASSY OF GRENADA

APPLICATION REQUIREMENTS
FOR LOST/STOLEN/DAMAGED
CARIBBEAN COMMUNITY GRENADA MACHINE READABLE PASSPORT

- 1 **Please read and follow instructions at the top of application form.** IF MAILING YOUR APPLICATION, **PLEASE USE AN EXPRESS SERVICE THAT CAN BE TRACKED.**
- 2 Applicant, a **Lost Passport Application** will take **between 3 and 6 months** to be processed.
- 3 Applicant **MUST** supply a **Police Report Number/Report** from the Precinct where passport was reported lost/stolen/damaged.
- 4 Applicant **MUST** complete and have **notarized** the Affidavit Form to accompany the application.
- 5 Applicant **MUST** sign the form in the space provided above **Section 1** and in **Section 10**.
- 6 Applications **MUST** be handwritten, using a **BLUE** or **BLACK** ink and in **BLOCK CAPITAL** letters.
- 7 Applicant **MUST** complete Sections **1, 3, 4, 5, 6, 7, & 10** and **if applicable** Sections 2, 8, and 9.
- 8 Applicants who are married, divorced or separated **MUST** also complete Section 2.
- 9 **Section 11: – Recommender, MUST** be a **notary public or attorney at law** and **MUST** also endorse the reverse side of **ONE** of applicant's photos as indicated in the instructions on the first page of the application. See Section on **Photographs** of Passport Application for details (***"I certify that this is a true likeness of the passport holder Mr./Mrs./Ms....."***). Recommender cannot be a relative (*direct or in-law*) of the applicant.
- 10 Two passport size pictures no more than **6 months old MUST** be submitted with application. The **Recommender** in **Section 11 MUST** endorse the reverse side of one of the pictures. See **Item 9** above for details.
- 11 **Specifications for photographs:**
 - i. No glasses.
 - ii. No hair bands visible.
 - iii. No big earrings.
 - iv. Ears must be visible.
 - v. Hair must be away from face and not covering the forehead.
 - vi. Chest must be covered.
- 12 Children under the age of 16 years **MUST** have written consent of parent/legal guardian when applying for a passport.
- 13 **Applicants** if *married*, **MUST** supply their **ORIGINAL** Marriage Certificate. If *divorced* please supply **ORIGINAL** Divorce Decree. **All documents will be returned with new passport.**
- 14 Applicant **MUST:**
 - i. Submit **YOUR ORIGINAL** Birth Certificate, and
 - ii. **Certificate of Naturalization** or **Registration** (*if applicable*)
 - iii. Submit with your application, **ORIGINAL** Marriage Certificate (*if applicable*), **or** Submit with your application, **ORIGINAL** Divorce Decree (*if applicable*)

PLEASE READ ALL INSTRUCTIONS ON APPLICATION FORM FOR FURTHER DETAILS

Caribbean Community Grenada Passport Fee Schedule <i>within the USA</i>	
Item	Fees
New Caribbean Community Grenada ePassport – 18 years and older (36 pages – 10 years) – https://pay.gov.gd	US\$700.00
New Caribbean Community Grenada ePassport – under 18 years (36 pages – 5 years) – https://pay.gov.gd	US\$500.00

Return Postage and Handling Fees <i>within the USA</i>	
Overnight Express Mail	US\$20.00
Return Postage and Handling Fees <i>outside the USA</i>	
International Express Mail	US\$60.00
<u>NO</u> Personal or Company Checks are Accepted Cash Accepted IN PERSON ONLY Certified Checks and Money Orders (Payable to Embassy of Grenada)	
Passport Application Fees and Courier Fees <u>MUST</u> be Separate Money Orders or Entire Application will be Returned	

MAIL TO:

Embassy of Grenada

ATTN: Consular Section

1701 New Hampshire Avenue, NW

Washington, DC 20009

