



TELEPHONE (202) 265-2561
FAX. (202) 265-2468

EMBASSY OF GRENADA

1701 NEW HAMPSHIRE AVE., N.W.
WASHINGTON, D.C. 20009

**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 11**.
- 6 Applications **MUST** be handwritten, using a **BLUE** or **BLACK** ink and in **BLOCK CAPITAL** letters.
- 7 Applicant **MUST** complete Sections **1, 3, 4, 6, 7, 8, & 11** and **if applicable** Sections 2, 5, 10 and 9.
- 8 Applicants who are married, divorced or separated **MUST** also complete Section 2.
- 9 Applicants born outside of Grenada **MUST** also complete Section 5.
- 10 **Section 12: – Recommender, CANNOT** be a **relative** (*direct or in-law*) of the applicant 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 F of Passport Application for details (*"I certify that this is a true likeness of the holder Mr./ (Mrs./Ms.")*).
- 11 Two passport size pictures no more than **3 months** old **MUST** be submitted with application. The **Recommender** in **Section 12** **MUST** endorse the reverse side of one of the pictures. See **Item 7** above for details.
- 12 **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.
- 13 Children under the age of 16 years **MUST** have written consent of parent/legal guardian when applying for a passport.
- 14 **Female applicants** if *married*, **MUST** supply their **ORIGINAL** Marriage Certificate. If *divorced* please supply **ORIGINAL** Divorce Decree. **All documents will be returned with new passport.**

15 Applicant **MUST**:

- i. Submit **YOUR ORIGINAL** Birth Certificate, and
- ii. **Certificate of Naturalization** or **Registration** (*if applicable*)

PLEASE READ ALL INSTRUCTIONS ON APPLICATION FORM FOR FURTHER DETAILS

CARIBBEAN COMMUNITY GRENADA PASSPORT FEE SCHEDULE <i>within the USA</i>	
ITEM	FEE
New Caribbean Community Grenada Passport (32 pages)	US\$250.00
New Caribbean Community Grenada Passport (48 pages)	US\$375.00

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
NO 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
1701 NEW HAMPSHIRE AVENUE, NW
WASHINGTON, DC 20009**

**Failure to follow all the preceding instruction will result in unnecessary
delays in processing and obtaining your Passport.**