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EMBASSY OF GRENADA

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

**APPLICATION REQUIREMENTS  
TO REPLACE LOST/STOLEN/DAMAGED  
CARIBBEAN COMMUNITY GRENADA MACHINE READABLE EPASSPORT**

- 1 Please read and follow instructions on the first page 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 while the Immigration and Passport Department does their due diligence to determine that the passport is not in use.
- 3 Applicant **MUST** supply a **Police Report/Number** 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 & 11** and **if applicable** Sections 2, 8, 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 11: – 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 **RECOMMENDER and PHOTOGRAPHS** sections of Passport Application Instructions for details (*"I certify that this is a true likeness of the holder Mr./(Mrs./Miss .....").***
- 11 Two passport size pictures no more than **six (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 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**

<b>CARIBBEAN COMMUNITY GRENADA PASSPORT FEE SCHEDULE <i>within the USA</i></b>	
<b>ITEM</b>	<b>FEES</b>
New Caribbean Community Grenada Passport ( <b>36 pages</b> )	US\$350.00

<b>RETURN POSTAGE AND HANDLING FEES <i>if you live within the USA</i></b>	
Overnight Express Mail	US\$ 20.00
<b>RETURN POSTAGE AND HANDLING FEES <i>if you live outside the USA</i></b>	
International Express Mail	US\$ 60.00
<b><u>NO</u> PERSONAL OR COMPANY CHECKS ARE ACCEPTED CASH ACCEPTED IN PERSON ONLY CERTIFIED CHECKS AND MONEY ORDERS (PAYABLE TO EMBASSY OF GRENADA)</b>	
<b>PASSPORT APPLICATION FEES AND COURIER FEES <u>MUST</u> BE SEPARATE MONEY ORDERS OR ENTIRE APPLICATION WILL BE RETURNED</b>	

**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.**