

BELIZE PASSPORT APPLICATION
FOR PERSONS 16 YEARS AND OVER



Please read the instructions overleaf before completing form.

Section 1. Applicant Information

Surname/Family name		First & Middle names	
Date of Birth (day/month/year) ____/____/____	Place of Birth (city & country)		
Gender: Male: <input type="checkbox"/> Female: <input type="checkbox"/>	Marital Status: Single: <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/>	Maiden name (Of married women)	
Has name been changed (other than by marriage, e.g., deed poll)? If so, state original name.			
Home address		If home address is not in Belize, address whilst in Belize	
Phone no.		Phone no.	
Occupation	Residence (country)	Height feet inches	Colour of eyes
Colour of hair	Distinguishing marks/ Special peculiarities		

Section 2. Married women (including divorcees and widows) are to complete this section.

Full name of husband	Husband's nationality	Husband's date of Birth (day/month/year) ____/____/____
Husband's place of birth	Place of marriage	Date of marriage

Section 3. Citizens of Belize by naturalization are to complete this section.

Number of Nationality Document	Date of issue of Nationality Document	Place of issue of Nationality Document
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Section 4. Declaration (Please tick all those that apply)

I, the undersigned, hereby apply for the issue of a Belize passport, I declare that:

(A) The information given here is correct to the best of my knowledge and belief;

(B) I have not lost the status of citizen of Belize;

From the below, please choose that which is applicable

(C) I have not previously held or applied for a Belize passport.

(D) Attached is passport number _____ issued at _____ on ____/____/____ (day/month/year).
I have not made another application for a Belize passport since it was issued and I have surrendered all previous passports;

(E) Unavailable for presentation passport number _____ issued at _____
on ____/____/____ (day/month/year). I have attached a statutory declaration attesting to its loss, destruction or being stolen.

Signature (within but not touching edges of box) _____ Date ____/____/____
day / month / year

Section 5. Authentication of Application

The application form must be authenticated and sponsored in **FORM 3 – A** by **(GROUP A)** a Justice of the Peace, Minister of Religion, Medical Practitioner, Notary Public, or Attorney at Law.

The application form must be authenticated and sponsored in **FORM 3 – B** by **(GROUP B)** a Member of the National Assembly (except temporary senators), Retired Member of the National Assembly, Retired Permanent Secretary, Retired Chief Executive Officer or current Chief Executive Officer in any Ministry of the Government of Belize, Head of Department of any Department of the Government of Belize (except the Director of Immigration and Nationality Services), Retired Teacher or a Licensed Teacher.

Fees (Effective March 1, 2013)	
A.	For an ordinary passport (48 pages – valid for ten years) - \$50.00 for a person of or above the age of 16 years
B.	To replace a lost, damaged, or stolen passport - \$85.00 for a person of or above the age of 16 years
C.	For an emergency passport (within five (5) working days) – \$100.00 for a person of or above the age of 16 years
D.	Expedited Passports (In addition to fees applied in A or B).
i.	24 Hours Service - \$200.00
ii.	48 Hours Service - \$100.00
iii.	3-5 Days Service - \$50.00
In the case of persons applying abroad fees and processing time are determined by the Foreign Mission.	

WARNING To the applicant and the recommender:

It is a prosecutable offence [contrary to Sections 3 (e) and (h), Chapter 164, Laws of Belize] to make any false representation with respect to information requested by this form.

FOR OFFICIAL USE ONLY

Form accepted by _____ Date ____/____/____ NEW PASSPORT NUMBER _____
(day/month/year)

Documents Submitted

Applicant's Birth Certificate	Applicant's Previous passport	Applicant's nationality certificate	Marriage Certificate	Social Security / Voter's ID	Other Documents e.g. deed poll
No.:	No.:	No.:	No.:	No.:	
District:	Place of Issue:	Place of Issue:	Place of issue:	Date of Issue:	
Date of Issue:	Date of Issue:	Date of Issue:	Date of issue:		
Date of Registration:					

Cashier _____ RCR Date ____/____/____ RCR No.: _____ Amount: \$ _____

Counter Supervisor _____ Data Entry _____ OIC Approval _____ Print Operator _____

QA _____ Passport Delivered by (Signature) _____ (Print Name) _____

Passport Received by: (Signature) _____ (Print Name) _____ Date ____/____/____
(day/month/year)

BELIZE PASSPORT APPLICATION INSTRUCTIONS

1. THIS FORM SHOULD BE CLEARLY WRITTEN IN PRINT WITH BLACK OR BLUE INK.
2. SECTIONS 1 AND 4 OF THIS FORM MUST BE COMPLETED BY ALL APPLICANTS.
3. SECTIONS 2 AND 3 MUST BE COMPLETED BY THOSE TO WHOM THEY APPLY.
4. THE OFFICIAL LANGUAGE IS ENGLISH AND ALL DOCUMENTS SUBMITTED MUST EITHER BE IN ENGLISH OR BE ACCOMPANIED BY A CERTIFIED ENGLISH TRANSLATION OF THAT DOCUMENT.

Documents to be Produced

If the applicant is:

- A. **a Belizean by birth** (born in Belize)
 - i. Birth certificate from the Registrar General's office (for those applying for the first time **and** those replacing lost, destroyed, or stolen passports).
 - ii. Previous passport for those renewing available passports (including replacement of damaged but legible passports).
- B. **a Belizean by descent** (born outside Belize to Belizean parent(s) but naturalized) –
 - i. His/her naturalization by descent document or other evidence of Belizean nationality (for those applying for the first time **and** those replacing lost, destroyed, or stolen passports).
 - ii. Previous passport for those renewing available passports (including replacement of damaged but legible passports).
- C. **a Belizean by registration** (born outside Belize but has become a citizen through naturalization)
 - i. His/her Belize nationality certificate (for those applying for the first time **and** those replacing lost, destroyed, or stolen passports).
 - ii. Previous passport for those renewing available passports (including replacement of damaged but legible passports).
- D. Applicant requesting name change (or whose name differs from that on original birth certificate) must provide all the above that apply plus deed poll (issued by the relevant competent authorities – such as Vital Statistics, Registrar's Office, etc.) as evidence that a bona fide/legal name change has been made for all purposes.
- E. a married woman – all of the above that apply plus a marriage certificate (issued by vital statistics or registrar's office.)
- F. a divorced woman wishing to revert to her maiden name – all of the above that apply plus the divorce certificate.

All applicants must produce the additional

- G. Two recent photographs - each Recommender is to certify a photograph [*with the following quote "I certify that this is a true likeness of [insert: Name of Applicant]"*], signed and stamped (licensed teachers must include their license number).
Photo Specifications: Taken within 6 months from application, white background and must be of 2 inches by 2 inches in size.
- H. **All** declarations must carry \$1.50 worth of postage stamps.

A photocopy of all original documents must be submitted including a copy of the biographic data page of previous passport being renewed/ replaced.

* For the applicant whose previous passport is now unavailable for submission (be it destroyed, lost, or stolen), a statutory declaration (Form 6) attesting to its particulars and the reasons for its unavailability along with a report from the Police indicating that the incident leading to the unavailability has been recorded are to be submitted. The statutory declaration (Form 6), only, is also a requirement for those whose passport is available for presentation but has become damaged.

For Belizeans applying abroad at a Belize Foreign Mission

In the case of a person applying abroad at a Belizean Embassy, High Commission, Consulate or Consular Agency, the application must be authenticated and sponsored in FORM 3 – A by a Justice of the Peace, Notary Public (USA/ROC), Solicitor (UK, Middle East), Registered Medical Practitioner, Registered Minister of Religion.

The designated Consular Office will authenticate the application by signing and stamping the second photograph after establishing authenticity and proper identity.

What to do with the completed form.

The completed form with all necessary documents and fee must be presented personally at the Immigration and Nationality Headquarters, Belmopan, Passport section of the Immigration Office, Belize City, the Immigration Offices in the district towns of Corozal, Orange Walk, San Pedro, Dangriga, and Punta Gorda or at the Belize Foreign Mission In Chicago, Los Angeles, Miami, New York, Washington D.C., U.S.A., London, U.K., and Taipei, Taiwan. Application forms may be obtained from any of these offices.