



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 Russian Federation</i>	
Item	Fees
New Caribbean Community Grenada Passport (36 pages)	US\$500.00

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

MAIL TO:

Embassy of Grenada
ATTN: Consular Section
40 Povarskaya Street
Moscow, Russia 121069