EMBASSY OF JAMAICA

Schmargendorfer Strasse 32, 12159 Berlin, Federal Republic of Germany

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Consular Hours: Monday – Friday, 9:00 a.m. – 1:00 p.m.

APPLICATION FOR REPLACEMENT OF LOST PASSPORT

Jamaican Passports are the property of the Government of Jamaica. The loss of a passport must therefore be reported immediately to the police establishment nearest to your place of residence or the location where the passport was lost.

The matter should also be reported promptly to the Passport Office in Jamaica or the nearest Jamaican Diplomatic Mission or Consular Post overseas, so that steps can be taken to cancel the validity of the passport.

Applications for a new passport must be submitted to the **Passport, Immigration and Citizenship Agency.** The Embassy will facilitate the process by transmitting the relevant documents to that office.

Please carefully follow the instructions for **Application for New Jamaican Passport.** Please download and print **(IN COLOUR)** the **Passport Application Form** which is available on this website.

The form should be completed and returned to this Embassy, along with the following additional information:

1. Statement from the Police confirming report of the lost passport.
   (**Please note: A certified translation of this document in English, as well as the original should be submitted**)

2. Certified copy of picture Identification.

3. Fee of **£100.00 (Pound Sterling)** in the form of a bank draft or international money order made payable to***: Passport, Immigration and Citizenship Agency.***

4. **Euros 17.00** in cash of cheque made payable to: ***Embassy of Jamaica, Berlin,*** to cover administrative and transmission charges

N.B.

The fee for the replacement of a lost passport is double the amount of a regular application.

Please be advised that before reapplying for a replacement (lost/stolen) passport, there is a penalty waiting period of three (3) months, as of the date on the police report.

Enclosure

INFORMATION TO BE PROVIDED IN RESPECT OF A LOST JAMAICAN PASSPORT

A Passport is a valuable document and remains the property of the Government of Jamaica. It should always be kept in a safe place and should not be allowed to pass into the possession of any unauthorized person or entity. If the passport is lost or destroyed, the facts should be immediately reported to the Passport Office in Jamaica or the nearest Jamaican Embassy or Consulate overseas. A new passport will only be issued after exhaustive enquires into the circumstance under which it was lost or destroyed.

Please respond fully to all the questions set out below:

1	**Full Name** of Passport Holder *(BLOCK LETTERS)*	First Name Middle Name Last Name
2	Number of Lost Passport	
3	Date and Place of Birth of Passport Holder	Date: Place:
4	Profession/Occupation of Passport Holder	
5	Address of Passport Holder	
6	Date and Place of Issue of Passport	Date: Place:
7	Was the passport lost, stolen or destroyed? Please explain.	
8	Place where and date when the passport was lost, stolen or destroyed	Date: Place
9	Have you ever given your passport to any financial or other institution as proof of identity? If so, please state which one and the address	
10	Has the matter been reported to the nearest police authority? If so, please state when and where.	Date reported: Place reported:
11	Please provide the names of two (2) references in Jamaica (Justice of the Peace, Doctor, Lawyer, Minister of Religion etc.) to whom you are well known	First Reference:_____ Address:_____ _____ Tel:_____ Second Reference:_____ Address:_____ _____Tel:_____