



NOTICE

INSTRUCTIONS FOR APPLICATION OF MACHINE READABLE PASSPORT

The Consulate General for the Republic of Trinidad and Tobago, New York wishes to advise all citizens of Trinidad and Tobago applications for Machine Readable Passports (MRP) are now being accepted for processing.

Application Forms are available at the Trinidad & Tobago Consulate General located at:

475 Fifth Avenue
Fourth Floor
New York, N.Y.10017

Forms may also be downloaded from: www.immigration.gov.tt

ALL first-time applicants for the Machine Readable Passport **MUST appear in person** at the designated Immigration Office.

Applicants should note the following:

CITIZENSHIP

Original documentary evidence of your Trinidad and Tobago Citizenship must be submitted and will be returned to you. If you were born in Trinidad and Tobago, you must provide the following documents:

- **Birth Certificate – Computer generated with pin number**
- Trinidad and Tobago Identification Card or other valid state issued photo I.D., e.g. Driver's License, Alien Resident Card
- Affidavit(s) or deed poll(s) (where applicable)
- **If you acquired citizenship of another country, you must produce the citizenship certificate of that country. The date of acquisition must be stated.**
- **Female applicants who are married must submit their marriage certificate(s).** If married more than once, all original certificates including decree absolutes must be produced

If you were born outside of Trinidad and Tobago and became a citizen through Descent, Registration, Naturalization, or Adoption you must you must submit the following:

- **Descent** – Birth Certificate, proof of parents' Trinidad and Tobago citizenship; their birth certificates, marriage certificates and passports, Trinidad and Tobago citizenship certificates.
- **Registration** – Certificate of Registration, Birth Certificate.

- **Naturalization** – Certificate of Naturalization, Birth Certificate.
- **Adoption** – Certificate of Adoption, Birth Certificate where possible.

COLOUR PHOTOCOPIES OF ALL DOCUMENTS MUST ACCOMPANY ORIGINALS

REQUIREMENTS

The applicant must:

- **Complete and sign the application form.**
- **Have the application form signed by an eligible recommender** (See section 4 of application).
- **Submit the most recently issued passport in which your name appears, even if expired.**
- Ensure that the name entered on the application form is the name the applicant wishes to appear in the passport.
- Provide evidence of any change of name, other than by marriage, by submitting a Deed Poll or legal name change document.

Important Notice

If the information on the application form differs from the information on the documentary evidence produced, you may be required to submit a **Sworn Declaration** to clarify any differences.

The written authority of parent/legal guardian is required for applicants under the age of 18 years

Only applications from citizens whose passports are lost, damaged or will expire within the next eight months will be entertained in the first instance.