



## CONSULATE GENERAL OF GRENADA

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

1. **Please also read and follow instruction on the first page of application form.** IF MAILING YOUR APPLICATION, PLEASE USE AN EXPRESS SERVICE THAT CAN BE TRACKED.
2. Applicant, a **Lost/Stolen/Damaged Passport Application** may 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. It is at their discretion whether the passport will be issued before that time. If the passport is needed before the 3 to 6 months–time frame, please include with your application, a notarized statement as to the reason that the passport is needed urgently.
3. Applicant **must** also complete the [Declaration of Lost, Stolen or Damaged Passport](#) and attach to application.
4. Applicant **must** supply a Police Report/Number from the Precinct where passport was reported lost/stolen/damaged.
5. Applicant **must sign** the form in the space provided above **Section 1** and in **Section 10**.
6. Applications **must** be completed using **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 & 9**.
8. Applicants who are married, divorced, 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 the applicant's photos as indicated in the instructions on the first page of the application. See **RECOMMENDER** and **PHOTOGRAPHS** sections of the Passport Application Instructions for details ("*I certify that this is a true likeness of the passport holder Mr./Mrs./Ms./Miss .....*"). Should you not live near a Grenadian who can be your Recommender, please have an Attorney or Notary Public complete Section 11 minus the second paragraph (*concerning the amount of time they have know you*). Have them draw a line through **Grenada** and put their country of citizenship and if it is a Notary Public completing the section, have them draw a line through **attorney-at-law** and input **Notary Public**.
11. Two passport size photos no more than six (6) months old **must** be submitted with the application. The **Recommender** in section 11 **must** endorse the reverse side of one of the photos. See **item 8** 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 or ears.
  - 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. Applicants *if married*, **must** supply their **original Marriage Certificate**. If **divorced**, please supply **original Divorce Decree**. **All documents will be return with the new passport.**

15. Applicant **must** submit the following with their application:
- i. Completed application, and
  - ii. **Original** birth certificate, and
  - iii. **Original** birth certificate of Grenadian parent (*if applicable*), and
  - iv. **Original** marriage certificate or divorce decree (*if applicable*), and
  - v. Coloured copy of your **Driver's License/Non-Driver's Identification** (*if applicable*), and
  - vi. Coloured copy of your **Foreign Passport** (*if applicable*), and
  - vii. Declaration of Lost/Stolen/Damaged Passport, and
  - viii. Two (2) passport photos; 1 endorsed by the Recommender, and
  - ix. In the case of a child under 18 years, letter of consent from spouse not completing application, and
  - x. Money orders for application process (*\$500 for application and \$45 courier fee if on USA mainland and \$75 outside USA mainland*).

**Fee Schedule Updated 1<sup>st</sup> November 2019**

**PLEASE READ ALL INSTRUCTIONS ON APPLICATION FORM AND PRECEDING 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 ePassport (36 pages)	<b>US\$500</b>

<b>Return Postage and Handling Fees <i>if you live within mainland USA</i></b>	
Overnight Express Mail ( <i>FedEx</i> )	<b>US\$45</b>
<b>Return Postage and Handling Fees <i>if you live outside mainland USA</i></b>	
International Express Mail ( <i>FedEx</i> )	<b>US\$75</b>

**NO PERSONAL OR COMPANY CHEQUES ARE ACCEPTED  
CASH ACCEPTED IN PERSON ONLY**

CERTIFIED CHEQUES AND MONEY ORDERS (PAYABLE TO **EMBASSY OF GRENADA**)

PASSPORT APPLICATION FEES AND COURIER FEES **MUST** BE **SEPARATE** MONEY ORDERS OR ENTIRE APPLICATION  
WILL BE RETURNED.

**Failure to follow all the preceding instructions will result in  
unnecessary delays in processing and obtaining your passport.**

**Mail To:  
Consulate General of Grenada**

11900 Biscayne Boulevard • Suite 740 • North Miami, FL 33181-2733  
Tel. (305) 570-2716 • Fax. (305) 397-2441 • WhatsApp (305) 465-1957  
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