The Independent State of Papua New Guinea

Application for a Travel Document

(Passport Act of 1982)

Instructions for completing this Application form

Applications should be completed at least 3 week before applicant intends leaving Papua New Guinea.

1. **WHERE TO APPLY**: Applications for PNG Travel Documents should be lodged with the Immigration and Citizenship Division, P.O. Box 422 Waigani, Port Moresby or with the Collector of Customs at the various ports. A SEPARATE APPLICATION MUST BE COMPLETED BY EACH PERSON.

2. **FEE**: The fee for a passport is K100. This must be paid at your nearest cash office and a receipt thereof must be attached to your application.

3. **COLLECTION OF PASSPORT**: Agents may not collect passports on behalf of clients. Your passport will be forwarded by registered post unless you elect to collect it personally.

4. **CHANGE OF NAME**: If you have changed your name please provide details of all previous names used.

5. **PREVIOUS TRAVEL DOCUMENTS**: You must attach your previous travel document unless it has been lost, stolen or destroyed.

6. **EVIDENCE OF CITIZENSHIP**: Your application should be accompanied by evidence of your citizenship. Attachment ‘A’ on page 4 should be completed in this respect. Your birth certificate or citizenship certificate, and in the case of married women your marriage certificate, should be submitted.

7. **CERTIFICATE REGARDING APPLICANT**: The certificate on page 3 in respect of every application must be completed. The following persons are authorised to furnish this certificate: Lawyers, Medical Practitioners, Magistrates, Ministers of Religion, Commissioner of Oaths, Commissioned Officers of the Defence Force and Police Force. The person completing the certificates must have known the applicant for at least three years. It is essential that the person who signed the Certificate Regarding Applicant on page 3 should also endorsed the back of one photograph as follows: ‘I certify this to be a genuine photograph of (name in full)’, and sign.

8. **CONSENT OF PARENTS**: Applicants under 17 years of age must furnish the consent of their parents or legal guardians on page 2.

9. **PHOTOGRAPHS**: With your application you should submit two recent photographs. These should be head and shoulders only, taken ‘Full Face’ without hat or tinted glasses and with a light coloured background. All photographs should be within the dimensions of 35mm x 45mm. It is essential that the person who signed the Certificate Regarding Applicant on page 3 should also endorse the back of one photograph as follows:

   ‘I certify this to be a genuine photograph of (name in full)’, and sign.

10. **DECLARATION**: The Declaration on page 3 must be signed by the applicant, or in the case of a child unable to sign, by the lodging parent or legal guardian.

11. **SIGNATURE**:  
   - The applicant must sign both of the small signature labels using a ball-point pen. Please take care to stay within the borders marked. 
   - If the applicant is unable to sign, put a line through both of the small signature labels.
1. **Type of Travel Document**
   - Standard Passport
   - Official Passport
   - Certificate of Identity
   - Diplomatic Passport
   - Emergency Travel Document

2. **Applicant’s Name**
   - Family name/Surname
   - Given names

3. **Sex**
   - Male
   - Female

4. **Has Applicant ever changed his/her name?**
   - Yes
   - No
   - If Yes, state previous names here

5. **Birth Place and Date**
   - Village
   - Town
   - Province
   - Country
   - Date of Birth

6. **Personal Particulars**
   - Height (cm)
   - Colour of hair
   - Colour of eyes
   - Visual Distinguishing marks
   - Occupation:

7. **Marital Status** *(tick whichever applies)*
   - Married
   - Single
   - If Married, Name of husband/wife:

8. **Address and Telephone**
   - Residential:
   - Telephone:
   - Correspondence:
   - Telephone:

   *If Applicant is under 17 years of age, please provide consent to the application*

9. **Consent of Lodging Parent or Legal Guardian**
   - I, ___________________________ ___________________________ the father/mother/legal guardian (delete whichever not applicable) hereby give my consent to the applicant above being issued with a passport.
   - Signed
   - Date
   - Signature of Witness
   - Date

   **Consent of Other Parent or legal Guardian**
   - I, ___________________________ ___________________________ the father/mother/legal guardian (delete whichever not applicable) hereby give my consent to the applicant above being issued with a passport.
   - Signed
   - Date
   - Signature of Witness
   - Date

10. **Proposed Departure Details**
    - Vessel or Airline
    - Port or Airport
    - Countries proposed to visit
    - Date
11. Has applicant previously been issued with a Papua New Guinea Travel Document?
   Yes □ No □
   Travel Document number ____________________________ Issue Date __/__/ Expiry Date __/__/  
   Bearer’s name at time of issue ____________________________

12. This previous Travel Document:
   Is attached □ Has been lost □ Has been stolen □ Has been destroyed □ Has been damaged □
   Explain circumstances of loss/theft/other
   ____________________________________________________________

   Has the loss been reported to the police?
   Yes □ No □  If Yes, to which police officer or police station was the report made? ____________________________ Date of report __/__/  

13. CERTIFICATE REGARDING APPLICANT
   Warning: Persons who, in support of an applicant for a passport, make any false statements either orally or in writing render themselves liable to a fine of K400.00 or imprisonment for six months.
   I, ____________________________________________________________
   Name ____________________________________________________________
   Occupation ____________________________________________________________
   Address ____________________________________________________________
   Telephone ____________________________________________________________
   hereby declare that I have known personally the applicant ____________________________
   Applicant’s name ____________________________________________________________
   for a period of more than 3 years and that the signature and photographs on or accompanying the application are those of the applicant, to the best of my knowledge and belief the statement made by the applicant in this form are true. On the same basis, I have endorsed the back of the applicant’s photograph. No fee has been charged for this certificate.
   Signature ____________________________________________________________ Date __/__/  

14. DECLARATION
   I, ____________________________________________________________
   declare that the statements made in this application are true and correct in every particular.
   Dated this ____________________________ day ____________________________
   Signature or Mark ____________________________________________________________
   of ____________ 20 ____________________________

15. Applicants who cannot read or write English
   The above declaration has been read/interpreted and explained by me in ____________________________ language to the applicant in the presence of ____________________________
   and the applicant appeared to understand and approve of them.
   Signature ____________________________________________________________
   Signature of Witness ____________________________________________________________
   Full name ____________________________________________________________
   Full name ____________________________________________________________
   Occupation ____________________________________________________________
   Occupation ____________________________________________________________
   Address ____________________________________________________________
   Address ____________________________________________________________
   Telephone number ____________________________ Date __/__/
   Telephone number ____________________________ Date __/__/
EVIDENCE OF CITIZENSHIP
Attachment A

<table>
<thead>
<tr>
<th>Full name of mother</th>
<th>Place of birth of mother</th>
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</thead>
<tbody>
<tr>
<td>Full name of father</td>
<td>Place of birth of father</td>
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<tr>
<td>Full name of mother’s parents</td>
<td>Place of birth of mother’s parents</td>
</tr>
<tr>
<td>Full name of father’s parents</td>
<td>Place of birth of father’s parents</td>
</tr>
</tbody>
</table>

Have you lived all your life in Papua New Guinea?
Yes ☐  No ☐  If No, where?

Are you a citizen of Papua New Guinea?
Yes ☐  No ☐

Are you a citizen of foreign country?
Yes ☐  No ☐

Supplementary Information

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