

HIGH COMMISSION FOR THE PEOPLE'S REPUBLIC OF BANGLADESH

28 Queen's Gate, London SW7 5JA. Tel: 020 7584 0081 Fax: 020 7581 7477

www.bhclondon.org.uk

04 (Four) Passport Size
Photograph
(For General Passport)

06 (Six) Passport Size
Photograph
(For Lost Passport)

PART-A (For Official Use only)

Fees
Receipt No
Date of Receipt
Endorsement No

.....
Sign of Counter Assistant

.....
Sign of Consular Officer

PART-B

APPLICATION FOR NEW PASSPORT/PASSPORT RENEWAL/REPLACEMENT (LOST/PAGE EXHAUSTED/DAMAGED ETC.) ENDORSEMENT & OTHER CORRECTION (S) (Please fill-up in Block Capital)

- Name (নাম): _____
- (a) Father's /Husband's Name (পিতা/স্বামীর নাম): _____
(b) Mother's Name (মাতার নাম): _____
- Date of Birth (জন্ম তারিখ): dd / mm / yyyy Place of Birth (জন্ম স্থান): _____
- Permanent address in Bangladesh (বাংলাদেশের স্থায়ী ঠিকানা):
Village/Road (গ্রাম / সড়ক): _____ Post Office (পোস্ট অফিস): _____
Upazila/PS/Town (উপজেলা / থানা / শহর): _____ District (জেলা): _____
- Address in United Kingdom (যুক্তরাজ্যে বর্তমান ঠিকানা): _____
Post Code (পোস্ট কোড): _____ Telephone No (দূরালোপনী নং): _____
References with details (পরিচয়দানকারী ব্যক্তির বৃত্তান্ত): _____
Post Code (পোস্ট কোড): _____ Telephone No (দূরালোপনী নং): _____
- Present Bangladesh Passport No: _____ Date of Issue: _____ Place of Issue: _____
(বর্তমান বাংলাদেশ পাসপোর্ট নং): (ইস্যুর তারিখ): (ইস্যুর স্থান):
- British Passport No. (if any): _____ Date of Issue: _____ Place of Issue: _____
(ব্রিটিশ পাসপোর্ট নং (যদি থাকে)): (ইস্যুর তারিখ): (ইস্যুর স্থান):
- Height (cm) (উচ্চতা (সে.মি.)): _____ Colour of Eyes (চোখের রং): _____ Colour of Hair (চুলের রং): _____
- Visible Identification Mark (s) (if any) (সনাক্তকরণ চিহ্ন (যদি থাকে)): _____
- Profession / Occupation (পেশা): _____
- Details of Children (below 12 years) to be included {সন্তানদের বৃত্তান্ত (১২ বছরের নীচে) যদি পাসপোর্টে অন্তর্ভুক্ত করতে হয়}: _____

SI. No. ক্রমিক নং	Name নাম	Sex (M/ F) পুং/স্ত্রী	Date of Birth জন্ম তারিখ	Place of Birth জন্ম স্থান	British Passport No. (if any) ব্রিটিশ পাসপোর্ট নং (যদি থাকে)

এই মর্মে অঙ্গীকার করছি যে, উপরে প্রদত্ত তথ্যাবলী আমার জ্ঞান মতে সঠিক এবং
ক্রমিক নং ৬ এ বর্ণিত বাংলাদেশ পাসপোর্ট ব্যতীত আমার অন্যকোন পাসপোর্ট নাই।
I do hereby solemnly declare that the above statements given by me
are true and that I am not in possession of any other Bangladesh
passport except the one mentioned in Serial No. 06.

Signature / Thumb impression of the applicant

আবেদনকারীর স্বাক্ষর/বৃদ্ধাস্থলির ছাপ

Specimen signature of the applicant/নমুনা স্বাক্ষর

Receiver's Signature / গ্রহণকারীর স্বাক্ষর

GUIDELINE FOR BANGLADESH PASSPORT / ENDORSEMENT & TRAVEL PERMIT

1. a. Replacement of Passport

When all pages are exhausted or used, passport has been damaged unintentionally, after completion of 10 years tenure from the date of issue.

Following documents are needed for replacement of passport:

- Existing Passport
- 04 copies of passport size photograph (1 copy attested by Councillor, Mosque Imam, GP, Solicitor).

b. Issue of New Passport Against Lost Passport/Home Office Reference

Requirements for Issue of New Passport Against Lost Passport/Home Office Reference:

- Physical presence of the applicant in the High Commission for interview
- Police report on lost passport along with photocopy. (For Lost Passport)
- Original Home office letter along with photocopy. (For Home Office reference Passport)
- Filled up passport application form and additional form that will be sent to Bangladesh for enquiry
- Any documents proving applicant's Bangladeshi identity (*Birth Certificate, copy of previous passport)
- 6 (six) Copies of Passport size Photograph (1 copy should be duly attested)

* **Birth Certificate issued by the competent authority from Bangladesh should be attested by Ministry of Foreign Affairs, Dhaka**

c. Bangladesh Passport For New Born Baby

Requirement of New Born Baby Bangladesh Passport:

- Child's presence is necessary
- Parent's Bangladesh passport and Child's Detailed Birth Certificate (Original and photocopy)
- 6 (Six) passport size photograph (1 copy should be duly attested).

* **(In case of Mother's passport : if husband's (child's father's) name is not written in Mother's passport then the parent's original marriage certificate along with photocopy must be submitted with the application.**

* **Birth Registration is mandatory before or when processing for Bangladesh passport.**

2. Renewal of Passport

02 (Two) copies passport size photograph along with application form and existing passport.

3. Endorsement /Correction

- Endorse of Child Name: Child's detailed birth certificate where parents name and details are included to be submitted along with mother's Bangladesh passport and child's 04 copies of photograph (1 copy should be duly attested).
- Endorsement of Husband's Name: Registered marriage certificate must be enclosed.
Name change: Affidavit in support of changing name or other correction duly legalized by solicitor (This should be authenticated by FCO) or any valid document(s) to be enclosed

4. Travel Permit

Travel Permit/ Documents are issued to Bangladesh Nationals who, for some reason, are not in possession of their Bangladesh Passport and want to return to Bangladesh.

Requirements of Travel Permit

- Applicant should present in the High Commission for interview,
- Filled up Passport application form
- A letter from prominent personality (Imam, Councillor, GP, etc) certifying Bangladeshi identity
- Any documents proving applicant's Bangladeshi identity (Birth Certificate, copy of previous passport, educational certificate).
- 4x Passport Size photographs (1 copy should be duly attested)

Passport With
48 pages.

5. Processing Time And Consular Fees:

a. New / Duplicate / Exhausted passport	Urgent - 02 working days	£100.00
	Normal - 10 working days	£70.00
b. Lost Passport (Subject to submission of proper documents)	Normal - 21 working days	£70.00
c. Renewal of Passport	Urgent - Next working days	£100.00
	Normal - 05 working days	£70.00
d. Renewal 01 (One) year	Urgent - Next working day	£20.00
	Normal - 05 working days	£15.00
e. Endorsement (One)	Urgent - Next working days	£10.00
	Normal - 05 working days	£7.00
f. Travel Permit	Urgent - Next working day	£16.00
	Normal - 05 working days	£8.00

6. Consular Timing:

- Submission: 10:00-13:00 (Monday - Thursday) and 10:00 -12:30 (Friday)
- Pickup / Collection: 15:00-16:30 (Monday - Friday)

7. The authority reserved the right to change any fees or processing time without assigning any reason.

