

PROCEDURE FOR APPLYING FOR ZAMBIAN PASSPORT AND TRAVEL DOCUMENT OF IDENTITY

- **Adults**

- (a) A duly completed Form 'A'
- (b) A duly completed Form 'N'
- (c) Two (2) recent Passports size photographs
- (d) Certificate or affidavit of birth
- (e) The National Registration Card (NRC)
- (f) Current/expired passport.

- **Application under the age of 16**

- (a) A duly completed Form 'B'
- (b) A duly completed Form 'M'
- (c) Two (2) recent Passports size photographs
- (d) Birth certificate (3 copies of the original -certified)
- (e) A letter of consent from both parents.

- **REPLACEMENT OF LOST PASSPORT**

- In addition to requirements stipulated above, the applicants would have to:
- (a) Complete lost passport description Form 'L'
- (b) Produce Police Report
- (c) Complete lost passport Affidavit.

**N.B: Zambian Passports are Issued in Zambia at the following centres:
Lusaka - Ndola – Livingstone**

- **FEES**

- (a) 32 Pages machine readable Passport SEK832
- (b) 48 Pages machine readable Passport SEK1,040
- (b) Penalty for lost, stolen or misplaced Passport SEK208
- (c) Travel Document of Identity SEK150

- **PERSONAL CHEQUES ARE NOT ACCEPTED**

- **Note: A non renewable Travel Document of Identity will be issued in cases of emergency travel only and will be valid for three (3) months only. The cost of Passport forms is included in the application fees.**
- Kindly note that we have a commissioner for oaths that signs as a recommender on behalf of Zambians living in the Nordic and Baltic regions. Application forms can be obtained from the Mission or by written request enclosing a paid self addressed A4 or A5 envelop.

- **Mode of Submission**

- 1. Application for Passports or Travel Documents must be presented by the applicants in person or posted to the Embassy.
- 2. All photocopies must be authenticated as true copies of the original documents by the Commissioner of Oaths (Mission).
- 3. The validity of new Passports for Adults is Ten (10) years and Five (5) for persons below the age of 16.
- 4. Passports or Travel Documents must be collected by owners from the Mission once they are ready.
- **Note: It will take a minimum of Ninety (90) days to process new Passports and Seven (7) days for Travel Documents.**