



REPUBLIC OF ZAMBIA


GUIDELINES AND PROCEDURES FOR THE ACQUISITION OF NATIONAL DOCUMENTS BY ZAMBIANS IN THE DIASPORA



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REPUBLIC OF ZAMBIA

Guidelines and Procedures for the Acquisition of National Documents by Zambians in the Diaspora

Ministry of Foreign Affairs

Ministry of Home Affairs

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FOREWORD

The Zambian Diaspora play an important role in the economic development of the country. Beyond their well-known and notable role as senders of remittances, the Diaspora also promote tourism, trade and foreign direct investment, create businesses as well as spur entrepreneurship, and transfer new knowledge and skills. It is in recognition of this potential that, in April 2019, Her Honour Mrs. Inonge M. Wina, M. P., Vice President of the Republic of Zambia, launched the National Diaspora Policy in order to enhance the participation of the Diaspora in the development agenda of the country.

In an effort to implement the Policy, the Ministries of Foreign Affairs and Home Affairs, with the support of the International Organization for Migration (IOM), successfully carried out the consolidation of the Guidelines and Procedures for the acquisition and renewal of national documents. These simplified Guidelines and Procedures will ensure that the processes and procedures for acquiring national documents is clear and accessible to all Zambians in the Diaspora.

The Government of the Republic of Zambia is pleased to launch this sterling volume of Guidelines and Procedures for the Acquisition and Renewal of National Documents by Zambians in the Diaspora. We call upon all the relevant stakeholders to adhere to the procedures and standards, herein, and to support the roll-out of the consolidated Guidelines and Procedures in all Zambian Missions Abroad.

We have every confidence that the simplified Guidelines and Procedures will have a positive impact on the process of acquiring national documents by the Zambians in the Diaspora, thereby facilitating their effective participation in the development of our great and beloved country.



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ACKNOWLEDGEMENTS

Zambia began developing its National Diaspora Policy in 2017. The essence of the policy was to address the challenges faced by the Zambians Living Abroad which included among others the acquisition and renewal of national documents. This necessitated the consolidation of the Guidelines and Procedures for the Acquisition and Renewal of Zambian National Documents by Zambians in the Diaspora by the Government of the Republic of Zambia.

The Ministry of Foreign Affairs, in collaboration with the Ministry of Home Affairs, was encouraged to embark on this project to consolidate the existing Guidelines and Procedures following the various engagements with Zambians in the Diaspora, as well as the staff in the Zambian Missions Abroad. The two Ministries worked hand in hand to develop simple, clear and concise Guidelines and Procedures to make the acquisition of National Documents by any Zambian in the Diaspora more user friendly.

The process of consolidating the Guidelines and Procedures involved wide internal consultations with various Government institutions; including the Department of National Registration, Passport Citizenship (DNRPC) of the Ministry of Home Affairs, Ministry of Foreign Affairs, Ministry of Finance, Zambian Missions Abroad, and a special contribution from the International Organization for Migration (IOM).

We would like to thank and commend the Technical Working Group from the Ministries of Foreign Affairs and Home Affairs for their commitment and tireless work towards the consolidation of the Guidelines and Procedures. We also wish to recognize the Heads of Missions in all the Zambian Missions Abroad and their Staff for their remarkable and valuable contributions. Special thanks go to our esteemed partner, the International Organization for Migration (IOM), for their continued financial and material support. We further wish to express gratitude to all our nationals in the Diaspora who, from the time of the October 2015 National Indaba, have made significant contributions to the development and implementation of the Policy through the various Associations of Zambians across the globe.



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1. INTRODUCTION

This booklet provides Guidelines and Procedures for the acquisition of Zambian National Identity Documents by the Zambian Diaspora. The main purpose of the Guidelines and Procedures is to:

- i. Ensure smooth facilitation and easy acquisition of National Identity Documents;
- ii. Ensure easy understanding of the acquisition processes and make them as simple and brief as possible;
- iii. Assist the applicants to ensure submission of correct documentation or requirements; and
- iv. Provide clear guidance to the staff in Zambian Missions Abroad and in the Department of National Registration, Passports and Citizenship (DNRPC) in their engagement with the Diaspora.

National Identity Document: a legal record/certificate/card issued by relevant government institutions for the purpose of verifying aspects of an individual's personal identity.

Zambian Diaspora: persons originating from Zambia, living or working abroad, who individually or collectively are willing to contribute to national development. This includes their descendants and is regardless of their acquired foreign citizenship.

All National Identity Documents are issued by the Department of National Registration, Passport and Citizenship (DNRPC) under the Ministry of Home Affairs (MHA) and are regulated under the following pieces of Legislation:

- i. Birth and Death Act Cap 51;
- ii. Passport Act No 28 of 2016;
- iii. National Registration Act Cap 126;
- iv. The Citizenship Act No 33 of 2016;
- v. Marriage Act Cap 50; and
- vi. Adoption Act Cap 54 of the Laws of Zambia.

For the acquisition of National Identity Documents, all submissions in foreign languages will be required to be translated into English.

Any person who would be found unlawfully in possession of a national identity document, commits an offence and will be prosecuted before the courts of law.

2. DUAL CITIZENSHIP

Dual Citizenship enables Zambian nationals to officially hold citizenship of **one** other country, in addition to their Zambian Citizenship. It was enacted by Article 39 of the Constitution of Zambia (Amendment) Act No. 2 of 2016 and came into effect on **5 January 2016**.

For a Zambian national or a person of Zambian ancestry to enjoy Dual Citizenship, the other country should allow for such arrangement with Zambia. See list of countries that allow Dual Citizenship with Zambia (Annex A).

Zambian nationals can acquire Dual Citizenship through the following processes:

- i. **Bestowal;**
- ii. **Notice of Acquisition; and**
- iii. **Registration.**

Note: Applicants **must** ensure that **all personal details** appearing on the Identity Documents are the same for both countries. Certification of all documents needs to be done by the responsible officer at the nearest Zambian Mission Abroad (Annex B).

2.1 Citizenship by Bestowal

Definition

This refers to a person above the age of 18 years who acquired another citizenship **before** the Constitution Amendment of 5 January 2016, and as such automatically lost their Zambian Citizenship, but wish to have their citizenship **restored**.

Process of Citizenship by Bestowal:

1. Collection of Application for Bestowal of Citizenship (Form VII) (Annex E) from the Passport office for those in Zambia, and the nearest Zambian Mission Abroad for those in the Diaspora;
2. Completion of Form VII (Annex E);

3. The completed Application Form, plus all necessary supporting documents, should be submitted in person or by courier to the nearest Zambian Mission with the application fee equivalent to **ZMW 300**;
4. After the Citizenship Board approves the application, an approval letter is sent to the appropriate Zambian Mission Abroad (Annex B);
5. Upon receipt of an approval letter, the Applicant must take the Oath of Allegiance by completing Form IX (Regulation 14) (Annex E) and submit the Form, with a payment equivalent to **ZMW 5,000**, to the Zambian Mission;
6. The Mission confirms receipt of the Applicant's payment to the Passport and Citizenship Office in writing;
7. The Passport and Citizenship Office prepares the Certificate of Bestowal and sends the Certificate to the Mission; and
8. The Applicant should collect the Certificate of Bestowal from the Mission and will thereafter be required to travel to Zambia to apply for a new NRC;
9. This process takes **approximately nine (9) months** from the time the duly completed application is submitted.

Supporting documents

- (i) Certified copy of the Green NRC held before cessation of Citizenship (in case of a lost NRC, submit a Police Report from the country of residence with the NRC number indicated if known);
- (ii) Copy of the Zambian Passport held before cessation of Citizenship (In case of a lost Passport, submit a Police Report from the country of residence);
- (iii) Copy of the current foreign Passport;
- (iv) Certified copy of the Applicant's Birth Certificate or sworn General Affidavit (Annex E) or Birth Record (if in possession of one);
- (v) Four (4) Passport Photos (which shall show the full face and both ears, without any headgear or adornment);
- (vi) Copy of Renunciation Certificate, if the Applicant renounced Zambian Citizenship;
- (vii) Certified copy of parents/blood relative's National Registration Card, if available;
- (viii) Original Police Fingerprint and Clearance Certificate obtained from the country of residence.

2.2 Citizenship by Notice of Acquisition

Definition

Notice of Acquisition is applicable to the following categories of persons who obtained citizenship of another country, after the Constitution Amendment of **5 January 2016**:

- i. Persons who obtained citizenship of another country **after** the Constitution Amendment of 5 January 2016;
- ii. Persons who obtained Citizenship of another country **through marriage**, before or after the Constitutional Amendment of 5 January 2016.

Requirements:

Adults

1. Completion of the Notice of Acquisition of Citizenship of another Country (Form VI) (Annex E);
2. Certified copy of the Applicant's Zambian Green NRC;
3. Copy of the Applicant's Zambian Passport;
4. Copy of the current Foreign Passport; and
5. Certified copy of the Certificate of Naturalization/Certificate of Registration of the acquired citizenship.

Note: For persons who obtained foreign citizenship through marriage, if the Certificate does not indicate that citizenship was obtained through marriage, a confirmation letter from relevant authorities in that country may suffice.

Children (Persons under the age of 18)

1. Completion of the Notice of Acquisition of Citizenship of another country (Form VI) (Annex E);
2. Certified copy of the Birth Certificate of the Applicant;
3. Copy of the current foreign Passport of the Applicant;
4. Certified copy of the Father/Mother's Zambian Green NRC; and
5. Copy of Father/Mother's Zambian Passport.

Note: Notice of Acquisition must be accompanied by a duly completed Passport application or certified copies of a valid Zambian Passport.

2.3 Citizenship by Registration

Definition

Applicants of Zambian descent of 18 years and above, who have never held any Zambian National Identity but hold Citizenship of a country that allows Dual Citizenship with Zambia, may apply to be **awarded** Citizenship by Registration.

According to Article 37 of the Zambian Constitution of 2016, a person is entitled to apply to the Citizenship Board of Zambia to be registered as a citizen, if that person meets the following conditions:

- i. Born in Zambia, and would require to reside in Zambia for a continuous period of five (5) years;
- ii. Born outside Zambia, has or had an ancestor who is, or was, a citizen and has been ordinarily resident in Zambia for a continuous period of five (5) years; or
- iii. Is of Zambian descent but with no traceable lineage or Zambian documentation, would require residing in Zambia for a continuous period of ten (10) years.

Requirements:

1. Applicant to advertise with a Zambian Newspaper (either Times of Zambia or Daily Mail) and Government Gazette after completing the Notice of Intention to Apply for Citizenship by Registration;
2. Completion of the Application for Citizenship by Registration (Form II) (Annex E);
3. Five (5) Passport size photos (which shall show the full face and both ears, without any headgear or adornment);
4. Fingerprints and Police Clearance Certificate (to be obtained in Zambia);
5. Three (3) letters from Zambian citizens who have known the Applicant for ten (10) years or more and are resident in Zambia, e.g.: Member of Parliament, Senior Government Official, Magistrate, Legal Practitioner, Bank official, Local Authority or Medical Practitioner.

Note: The advert has to run in a State-owned Newspaper or Government Gazette for 21 days in order to give the members of the public an opportunity to make comments.

Supporting Documents

- i. Certified copy of Zambian Resident Permit;
- ii. Certified copies of title deeds (if the applicant owns properties in Zambia);
- iii. Certified copy of the National Registration Card;
- iv. Certified copy of the Marriage Certificate and Spouse Permit (where applicable);
- v. Certified copy of the school certificate or equivalent (where applicable);
- vi. Certified copy of the current bank account statement valid for a period of two months; and
- vii. Certified copy of the Certificate of Incorporation or Registration and Certificate of share capital (where applicable).

2.4 Acquisition of National Registration Card for Dual Citizens

1. Applicant completes Notice of Acquisition of Dual Citizenship (Form IV) (Annex E);
2. Applicant attaches copies of the following documents:
 - i) Certificate of Bestowal;
 - ii) Previous original NRC or Police Report, if lost; and
 - iii) Current foreign Passport.
3. Submission of the completed Form IV (Annex E) to the Registrar for approval;
4. Upon completion of the preceding steps, the Applicant is ready to be issued with an NRC, indicating their Dual Citizenship status.

FREQUENTLY ASKED QUESTIONS

1. **Question:** I lost my Zambian Citizenship **before** the Constitution amendment of 5 January 2016. Do I automatically retain the Citizenship of Zambia?

Answer: No, it is not automatic but for as long as you were a holder of Zambian national documents (NRC, Passport or endorsement of parent's Passport), you would be required to apply for your Zambian Citizenship through the **Bestowal** process.

2. **Question:** I acquired citizenship of another country **after** the Constitution amendment of 5 January 2016, do I lose my Zambian Citizenship?

Answer: No, you do not lose your Zambian Citizenship, but you would be required to officially notify the Passport and Citizenship Office in Zambia or the nearest Zambian Mission by completing the **Notice of Acquisition of Citizenship of another country** (Form VI) (Annex E).

3. **Question:** Where one or both parents is a holder of Zambian citizenship and their child is below 18 years but is a holder of citizenship of another country, does such a child qualify for citizenship of Zambia?

Answer: Yes, a child who is below 18 years retains their Zambian citizenship but would be required to complete the **Notice of Acquisition of Citizenship of another country** (Form VI) (Annex E).

Note: A person above 18 years of age of Zambian parents (one or both) can only claim for Zambian citizenship through **Bestowal**, if they previously held Zambian national documents (NRC, Passport or endorsement in parent's Passport) or through the process of **Registration**, if they never held any Zambian documents.


4. **Question:** I am 21 years old of a foreign citizenship but born to Zambian parents who also later acquired citizenship of another country. Do I qualify for citizenship of Zambia?

Answer: A person born in or outside Zambia is a citizen of Zambia **if at the time of his/her birth**, one or both parents was a holder of Zambian citizenship.

If such a person was a holder of either an NRC or Zambian Passport or endorsed in one of their parents' Zambian Passport, they are eligible to apply for citizenship through **Bestowal**. **However**, if such a person has never been a holder of a Zambian national document, they can only obtain Zambian citizenship through the process of **Registration**.

5. **Question:** I am 19 years old, and my parents acquired citizenship of another country before my birth. Am I able to claim citizenship of Zambia?

Answer: No, because **at the time of your birth**, both of your parents had ceased to be citizens of Zambia. Therefore, if you wish to become a citizen of Zambia, you would be required to apply for citizenship through the process of **Registration**.

- 
6. **Question:** Do my children automatically become Zambian citizens after I obtain my Bestowal of Citizenship?

Answer A: If at the time of your child's birth, neither of you as parents held Zambian citizenship, the child **does not** automatically become Zambian but would need to apply for citizenship by Registration at the age of 18.

Answer B: If at the time of your child's birth, at least one parent held Zambian citizenship, the child (below the age of 18) **is eligible** to claim citizenship of Zambia by completing the Notice of Acquisition of Citizenship of another country (Form VI) (Annex E).

3. NATIONAL REGISTRATION CARD (NRC)

Definition

An NRC is a mandatory and foundational identification card, which serves as the primary source of proof of identification of a Zambian National and the basis upon which all other national documents are secured. It is for this reason that the NRC **can only be applied for and obtained in Zambia, in person.**

In this regard, Zambians are encouraged to ensure that NRCs are obtained as early as possible after attaining the age of 16 years.

A. Requirements for initial/first NRC

1. **The applicant can only obtain an NRC in Zambia**, at any Registration Centre of the Department of National Registration Passport and Citizenship (DNRPC);
2. At least one parent must be a Zambian citizen at the time of the Applicant's birth;
3. The Applicant must be sixteen (16) years or above at the time of applying;
4. The Applicant must be accompanied by a Deponent (who must be a parent, blood relative or legal guardian);
5. The Deponent must come with their original NRC;
6. The Applicant must be in possession of a Birth Certificate (from the country where the birth occurred) or an Under-five card, Record of Birth or sworn Affidavit;
7. The Applicant must attach a copy of parent's NRC (if available);
8. Applicants who have lived outside Zambia must show proof of being Zambian citizens by presenting travel documents, Citizenship or Naturalization Certificates for parents; and
9. The NRC photograph is taken at the DNRPC offices in Zambia. The photo must show the Applicant's full face and both ears, without any braids, headgear or adornment.

B. Requirements for replacement of a lost NRC

1. Police Report; and
2. Payment of the prescribed fee.

C. Requirements for replacement of a Damaged NRC

1. Damaged NRC; and
2. Payment of the prescribed fee.

Note: An NRC replacement, unlike a Passport, can only be obtained from Zambia, in person.

D. Change of Name on the NRC

Every Registered Person must use the names appearing on the NRC. However, the Law has provided for a procedure to be followed where the Registered Person has assumed new name(s). This procedure can only be done at the Registrar General's office in Zambia.

Requirements:

1. Deed Poll (sealed by the High Court of the Republic of Zambia). The Applicant must:
 - Engage a lawyer to draft a Deed Poll;
 - Submit the Deed Poll to Government Printers and any State-owned newspapers (Daily Mail or Times of Zambia) for gazetting within 21 days; and
 - Submit a Government Printers Certificate, Newspaper cuttings of the advert and Deed Poll to the DNRPC Head Office.
2. Original NRC;
3. Payment of the prescribed fee;
4. Any other proof to support the change of the names, as the Registrar may deem fit; and
5. Original NRC will be replaced with a new NRC bearing the new names.

E. Requirements for the Correction of Names on the NRC

1. Statutory Declaration duly signed by a Commissioner for Oaths;
2. Original NRC;
3. Payment of the prescribed fee;
4. Any other proof to support the change, as the Registrar may deem fit; and
5. Original NRC will be replaced with a new NRC bearing the corrected names.

FREQUENTLY ASKED QUESTIONS

1. **Question:** At what age is a green NRC acquired?

Answer: 16 years and above.

2. **Question:** Why do I need a green NRC?

Answer: Because a green NRC is a mandatory primary source of proof of identification of a Zambian national.

3. **Question:** I am a Zambian citizen and I lost my NRC. Am I eligible to renew my Passport?

Answer: Yes, provided you have a photocopy of the NRC, because it is mandatory for every Applicant to have an NRC in order to renew their Passport.

4. **Question:** If I don't have a police report from the foreign country where I lost the NRC, what do I do?

Answer: You can obtain a police report from any Police Station within Zambia.

5. **Question:** Can I get an NRC from any Zambian Mission abroad (Annex B)?

Answer: No. Due to the security nature of this foundational document, the Law provides for the issuance of NRCs only within Zambia.

6. **Question:** I am 35 years old and have lived outside Zambia since the age of 14, and I want to apply for an NRC, what documents do I need to attach to my application?

Answer: For as long as you have not obtained citizenship of another country, you may be issued with an NRC but you would need to attach the following documents:

- i. Copy of foreign Residence Permit;
- ii. Original NRC of accompanying deponent;
- iii. Copy of parent's NRC (if available); and
- iv. Copy of either birth certificate, Under-five Clinic Card or Sworn Affidavit.

4. NATIONAL TRAVEL DOCUMENTS

The Government of the Republic of Zambia issues two types of documents to enable its nationals to travel from one country to another. These are the Passport and the Travel Document of Identity (TDI).

4.1 Passport

Definition

A Passport is an official document issued by the Department of National Registration, Passport and Citizenship (DNRPC) certifying the holder's identity and citizenship and entitling the holder to travel under the State's protection to and from foreign countries.

Zambian Missions Abroad (Annex B) are mandated **to receive** applications for renewal and replacement of national travel documents. The Missions are not mandated to issue Passports.

A Passport **must** be renewed **six (6) months** before the expiry date or with a minimum number of **three (3) pages** remaining in the current passport.

4.2 Travel Document of Identity

Definition

A Travel Document of Identity (TDI) is the document issued to a Zambian National to enable them to travel **one way** and **directly to Zambia** in the case of an emergency.

The Zambian Missions are **only** mandated to issue a **one way** TDI, in order to facilitate the movement of a Zambian national to Zambia. The Applicant will be required to obtain a Passport upon arrival in Zambia.

Note: Requirements for the issuance of a TDI are the same as those for issuance of a Passport, except the TDI application process does not require completion of the Barcode Form.

Requirements for Acquisition of National Travel Documents (Passport and Travel Document of Identity):

A) Applicants aged sixteen (16) and above

1. Duly completed Application Form A (Annex E);
2. Duly completed Affidavit of Birth Form N (Annex E);
3. Duly completed Application Barcode Form; and
4. Two (2) passport size photographs. The photo must show the Applicant's full face, both ears and without any braids, headgear or adornment. **One** passport photo must be endorsed by the Recommender.

Supporting documents

- i. Certified copy of national identity/NRC;
- ii. Certified copy of previous travel document, if any;
- iii. Certified copy of a Marriage Certificate, where applicable;
- iv. Certified copy of Birth Certificate, sworn Affidavit (Annex E) or Birth Record;
- v. Copy of a Residence Permit; and
- vi. Copy of Clearance letter (as proof of not having obtained another citizenship).

B) Applicants below the age of sixteen (16)

1. Duly completed Application Form B (Annex E);
2. Duly completed Affidavit/Affirmation Form M (Annex E); and
3. Duly completed Application Barcode Form.

(All Forms for Applicants below the age of 16 must be completed by a parent or legal guardian).

Supporting documents

- i. Certified copy of Birth Certificate or Affidavit of Birth;
- ii. Certified copy of NRC of parent or legal guardian;
- iii. Copy of the previous travel document, if any;
- iv. Copy of valid Zambian Passport of parent/s or legal guardian;

- v. Sworn General Affidavit of Consent (by parent or guardian);
- vi. Proof of payment (Receipt of the fee to be attached); and
- vii. Two (2) passport size photographs. The photo must show the Applicant's full face and both ears, **without any braids**, headgear, or adornment. **One** passport photo must be endorsed by the Recommender.

C) Replacement of a Lost Passport or Travel Document of Identity

1. Police Report from the Applicant's country of residence or where the document was lost;
2. Proof of payment (Receipt of the fee attached);
3. General Affidavit Form Declaration for the loss of travel document (Annex E);
4. Duly completed Lost Passport Description Slip Form L (Annex E); and
Duly completed Passport Application Form A or B including 7, 8, and 9 respectively (Annex E).

Note: The Government reserves the right to issue a replacement passport with a restricted validity period at a fee, depending on the circumstances of the loss of the travel document.

D) Replacement of Damaged Travel Document

1. Sworn General Affidavit Form (Declaration for the damaged travel document) (Annex E); and
2. Complete Passport Application Form A or B (Annex E).

Note:

- All supporting documents should be certified by a designated official at the nearest Zambian Mission;
- The Applicant's Recommender (Form A) (Annex E) or Witness (Form B) (Annex E) in the Application Forms, should be a designated official at the nearest Zambian Mission;
- Applications must be submitted, in person, by the Applicant to Passport Office or the Zambian Missions abroad (Annex B) that covers your country of residence;

- No third-party submissions will be considered. However, Applicants who live in a country where there is no resident Zambian Mission may contact the nearest Mission on how to process the application.

FREQUENTLY ASKED QUESTIONS

1. **Question:** Can I apply for a Zambian Passport without a Birth Certificate?

Answer: Yes, you can, however, an Affidavit of Birth must be submitted in place of the Birth Certificate.

2. **Question:** Can I attach copies of my previous Zambian Passport or TDI to my application for a new Passport?

Answer: Yes, if in possession, and together with all other required documents. In the case of a TDI, you would be required to attach the original TDI to the application for a new Passport.

3. **Question:** Should the Recommender at the Zambian Mission have known me for at least two years?


Answer: Not necessarily, but the applicant must be known either by any other member of staff of the Mission or by any of the registered Zambian communities within that country. It is for this reason that Zambians are encouraged to register with the Missions.

4. **Question:** If I have lost my passport but I want to travel to Zambia urgently, what should I do?

Answer: Present a police report to the nearest Zambian Mission in order to be issued with a one-way Travel Document of Identity (TDI) to enable you to travel to Zambia. You will be charged an applicable penalty fee, in addition to the prescribed fee, depending on which document you have lost.

5. **Question:** Why do Passport applications take long to process?

Answer: The actual processing time is **14 working days** from the date of receipt of the Application at the Passport Office, which endeavours as much as possible to prioritize the issuance of Passports for Zambians in the Diaspora. However, delays may occur if all requirements are not met in full.



6. **Question:** Why do I need to complete an Application Form when renewing my Passport?

Answer: Completing the Form is important as personal information or particulars may have changed at the time of making the renewal application such as marital status, place of residence, physical appearance, etc.

7. **Question:** Can I have my supporting documents certified by any qualified Commissioner for Oaths?

Answer: No. All supporting documents must be certified by the designated official at the nearest Zambian Mission.

5. BIRTH CERTIFICATE

Definition

This is an official document that is issued by the DNRPC to certify the occurrence of a birth of a person born in Zambia, on or after **14 March 1973**.

Requirements for Acquisition of Birth Certificates for those born in Zambia:

(a) First Registration

1. Duly completed Notice of Birth application form (Form VIII: Annex E);
2. Applicant's original Record of Birth;
3. Certified copy of parents' National Identity Documents;
4. Certified copy of National Identity Document of Informant (in the absence of a parent);
5. Certified copy of the Applicant's valid Passport;
6. Certified copy of NRC of Applicant (if available);
7. Duly completed Independent Witness Form IX (if not born at a health facility) (Annex E); and
8. Sworn General Affidavit (if not in possession of an Under-five Clinic Card) (Annex E)

(b) Replacement of Birth Certificate

(i) Damaged

1. The damaged Certificate; and
2. Prescribed fee.

(ii) Lost or destroyed

1. Police report; and
2. Prescribed fee.

(c) Change of name

1. Original Certificate;
2. Deed Poll; and
3. Prescribed fee.

(d) **Correction of particulars**

1. Original Certificate;
2. Statutory Declaration; and
3. Prescribed fee.

Note:

- Birth Certificates are only issued in Zambia. However, the **Zambian Missions Abroad** can facilitate the process to obtain Birth Certificates for those born in Zambia but who did not obtain a Birth Certificate when the birth occurred.
- **Zambian Nationals** are encouraged to register births of their children who are born outside Zambia at the nearest **Zambian Mission**.

FREQUENTLY ASKED QUESTIONS

1. **Question:** Who is eligible to acquire a **Zambian Birth Certificate**?


Answer: All persons born in **Zambia** after **14 March 1973** whether they are **Zambian** or not.

2. **Question:** Why is the issuance of **Birth Certificates** only applicable to persons born after **14 March 1973**?

Answer: This is provided for in the **Births and Deaths Registration Act Chapter 51** of the **Laws of Zambia**, which came into effect on **14 March 1973**.

3. **Question:** I was born in **Zambia** before the **Births and Deaths Registration Act of 14 March 1973**? How do I acquire a **birth certificate**?

Answer: The provisions in the **Act** do not cater for persons born before **14 March 1973**. However, a letter may be issued by the **DNRPC Head Office** to such persons, as proof of birth in **Zambia**. A **Deponent** would be required to fill in application **Form M (Annex E)** and attach a copy of their **NRC** and that of the applicant for submission to the **DNRPC**.

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4. **Question:** Why should I notify the Zambian Mission of the birth of my child, when they would not be issued with a Zambian Birth Certificate?

Answer: In an event that you wish to apply for a National Document for your child such as an NRC or Passport, the **proof of record of birth** at the Zambian Mission would serve as evidence of your child's Zambian ancestry.

6. DEATH CERTIFICATE

Definition

This is an official document issued to certify the occurrence and cause of a death in the country where the death took place.

Requirements for deaths occurring in Zambia:

1. Original Medical Certificate of the cause of death;
2. Original NRC, if available;
3. Police Report if not in possession of the Original NRC; and
4. Copy of the Passport for foreigners.

Note: It is recommended that all deaths of Zambian nationals must be reported at the nearest Zambian Mission Abroad (Annex B).

FREQUENTLY ASKED QUESTIONS

1. **Question:** Why should I notify the Zambian Mission of the death of a Zambian national even when there may be no role for the Mission to play?

Answer:

- Maintaining a record of deaths of Zambian nationals in the Diaspora would help curb identity theft of deceased Zambians;
- This would also help the Zambian Government to maintain a correct record of its citizenry;
- In the event of repatriation of the remains, the Mission would play a facilitatory role.

7. CERTIFICATE OF NON-IMPEDIMENT TO MARRIAGE

Definition

A Certificate of Non-Impediment to Marriage is a sworn statement that affirms that one is single and eligible to marry. Overseas marriage authorities often require further evidence that the individual is single and eligible to marry.

Therefore, an Applicant's Deponent would be required to complete the Affidavit Form of Non-Impediment, in person, at the DNRPC head office, at no fee.

Requirements:

1. Affidavit Form of Non-Impediment completed by a Deponent (a biological relative who must be older than the Applicant) (Annex E);
2. Copy of the NRC of the Applicant; and
3. Copy of the NRC of the Deponent.

8. FEES AND PENALTIES – NATIONAL TRAVEL DOCUMENTS

No.	Description	Ordinary fee	Additional express fees	Penalty fees for lost passport / replacement
1	48 paged National Passport	USD 100	USD 40	USD 20
2	32 paged Ordinary Passport	USD 80	USD 40	USD 20
3	Travel Document of Identity (Form G)			ZMW 70.00
4	Penalty Charge for Lost Travel Document of Identity (In addition to normal TDI charge)			ZMW 50.00
5	Application Form for Passport or TDI Form			ZMW 20.00

9. FEES FOR CITIZENSHIP OF ZAMBIA

No.	Description	Amount (ZMW)
1.	Application for Citizenship of Zambia by Registration	550
2.	Certificate of Citizenship by Registration	10,000
3.	Application for Bestowal of Citizenship of Zambia	300
4.	Certificate of Bestowal of Citizenship of Zambia	5,000
5.	Declaration of Renunciation of Citizenship of Zambia	1,000

CONTACTS

1. **Zambian Missions Abroad (High Commissions, Embassies and Consular Offices)**

2. **The Permanent Secretary (IR&C)**

Ministry of Foreign Affairs
Charter House
Independence Avenue
LUSAKA
Zambia
Tel.: +260 211 25 35 07 / +260 211 25 02 40
Email: info@zambiandiaspora.gov.zm

3. **The Registrar General**


Department of National Registration, Passport and Citizenship (DNRPC)
Kundalila House
Dedan Kimathi Road
P.O. Box 32311
LUSAKA
Zambia
Email: Passport.Citizenship@moha.gov.zm

4. **The Chief Passport and Citizenship Officer**

Passport and Citizenship Office
Old Bank of Zambia, 1st Floor
Cairo Road
P.O. Box 30104
LUSAKA
Zambia
Tel.: +260 211 22 12 56 / +260 211 22 87 04
Email: Passport.Citizenship@moha.gov.zm

GLOSSARY

Certification:	Authentication of copies of documents by the Commissioner of Oaths or a Magistrate.
Certificate of Registration:	A certificate issued by the Citizenship office to people who have been awarded Zambian citizenship by the Citizenship Board of Zambia.
Certificate of Bestowal:	A certificate issued by the Citizenship office to Zambians whose citizenship has been restored by the Citizenship Board of Zambia.
Citizen:	A person who is entitled to enjoy the legal rights and privileges granted by a state to the people comprising its Constitution and is obligated to obey its laws and to fulfil their duties as need arises.
Deed Poll:	A Legal document that is used to formalize the change of a person's name(s).
Deponent:	A parent, blood relative or legal guardian who serves as a witness in writing by signing affidavit.
Descent:	Origin or background of a person in terms of family or nationality.
Dual Citizenship:	The acquisition of the citizenship of one other country in addition to Zambian Citizenship.
Gazetting:	A process through which an Applicant publishes their intention to change their name(s) through Government Printers.
Informant:	This refers to the father or mother of the child and only if neither is able to give necessary information, is one of the following persons entitled to give notice:

- 
- a) The occupier of the house or the person in charge of the hospital or institution where the child was born;
 - b) A person present at birth; or
 - c) A person now having charge of a child.

Jus Sanguinis:

Citizenship determined by a parent's citizenship.

Jus Soli:

Citizenship determined by the Applicant's place of birth.

National Registration Card:

Mandatory National identity document that is issued to Zambian Citizens at the age of 16 years and above.

Registered Person:

A person that is 16 years and above and the holder of a Green NRC "Under the Provisions of **Section six (6)** of the National Registration **Act Cap 126 of the Laws of Zambia**".

Statutory Declaration:

This is an Affidavit sworn before a lawyer or Commission of Oaths to enable the correction of personal details on an official document.

ANNEX A: STATUS ON DUAL CITIZENSHIP PER COUNTRY

1. Countries that **Allow** Dual Citizenship

No.	COUNTRY	CONDITION
1	Albania	Albania recognizes Dual Citizenship for both native-born and naturalized citizens.
2	Algeria	Becoming an Algerian citizen requires renunciation of previous citizenship. However, there is no provision which specifically forbids Dual Citizenship if one were to become a citizen of a new country as the declaration comes into effect at the time of acquisition of Algerian nationality.
3	Argentina	Argentina allows Dual Citizenship. Citizens are recognized as exclusively Argentinian when in the country and are required to enter and leave the country on their Argentine passport if they are staying in the country for more than 90 days.
4	Armenia	Armenia allows Dual Citizenship. Citizenship is based primarily on the principle of jus sanguinis.
5	Angola	Dual or Multiple Citizenship is accepted in Angola.
6	Antigua and Barbuda	Antigua and Barbuda recognizes Dual Citizenship.
7	Australia	Dual Citizenship is recognized in Australia.
8	Barbados	Barbados allows and encourages Dual Citizenship.
9	Bangladesh	Bangladesh permits Dual Citizenship. Citizens will not lose their passports when taking up another nationality, except if they commit a crime or incur a criminal fine within five years of becoming a citizen.
10	Belize	Belize allows Dual Citizenship.

11	Belgium	Dual Citizenship is permitted in Belgium, where it can take five years to become a naturalized citizen.
12	Bolivia (Plurinational State of)	The Plurinational State of Bolivia allows Dual Citizenship.
13	Brazil	Brazil allows Dual Citizenship, but citizens are required to enter and leave the country on their Brazilian passport.
14	Canada	Dual Citizenship is recognized – and encouraged – in Canada. However, citizens are advised to use their Canadian passport to enter the country of their second citizenship, something which the other country may not allow.
15	Cabo Verde	Dual Citizenship is accepted in Cabo Verde.
16	Chile	Dual Citizenship is allowed in Chile, where citizenship is based on the principles of jus soli and jus sanguinis.
17	Colombia	Colombia permits Dual Citizenship and dual nationals are allowed to apply for certain government positions. Citizens who have lost their citizenship may apply to have it reinstated.
18	Costa Rica	Dual Citizenship is recognized in Costa Rica, though it is one of the hardest places for one to become a naturalized citizen.
19	Côte d'Ivoire	Dual Citizenship is accepted in Côte d'Ivoire.
20	Cyprus	Dual Citizenship is accepted in Cyprus, which also has an economic citizenship programme for those who wish to become citizens.
21	Czech Republic	The Czech Republic accepts Dual Citizenship, and those who previously lost their citizenship can apply to get it back.
22	Denmark	Denmark allows Dual Citizenship.
23	Dominica	Dominica recognizes Dual Citizenship.

24	Dominican Republic	Dual Citizenship is recognized in the Dominican Republic.
25	Ecuador	Dual Nationality is permitted in Ecuador.
26	Egypt	Dual Citizenship is recognized in Egypt, but citizens must first inform the authorities of their intention to take up a second citizenship.
27	Fiji	Fiji permits Dual Citizenship.
28	Finland	Finland accepts Dual Citizenship.
29	France	Dual Citizenship is permitted in France.
30	Ghana	Ghana permits Dual Citizenship.
31	Greece	Greece allows Dual Citizenship.
32	Grenada	Dual Citizenship is allowed in Grenada.
33	Honduras	Dual Citizenship is accepted in Honduras.
34	Hungary	Dual Citizenship is permitted in Hungary.
35	Iceland	Iceland allows Dual Citizenship.
36	Iraq	Dual Citizenship is accepted in Iraq.
37	Ireland	Dual Citizenship is accepted in Ireland, which also offers citizenship to those with Irish ancestry.
38	Israel	Israel allows its citizens to hold Dual or Multiple Citizenship.
39	Italy	Dual Citizenship is allowed in Italy, which considers anyone with Italian ancestry an Italian citizen and thereby eligible to apply for an ancestral passport. Both naturalized citizens and those holding an ancestral passport are not required to relinquish other citizenships.
40	Jamaica	Jamaica allows Dual Citizenship.
41	Jordan	Jordan accepts Dual Nationality.

42	Kenya	Dual Citizenship is permitted in Kenya.
43	Lebanon	Lebanon recognizes Dual and Multiple Citizenship.
44	Latvia	Dual Citizenship is recognized in Latvia.
45	Libya	Dual Citizenship is accepted in Libya.
46	Luxembourg	Luxembourg recognizes Dual Citizenship.
47	Maldives	Dual Citizenship is recognized in the Maldives.
48	Malta	Dual Citizenship is accepted in Malta.
49	Mauritius	Dual Citizenship is accepted in Mauritius.
50	Mexico	Dual Citizenship is recognized in Mexico, but all citizens must enter and leave the country on their Mexican passport. Those with Dual Nationality may also be barred from making certain investments in the country.
51	Morocco	Morocco allows Dual Citizenship.
52	Nauru	Dual and Multiple Citizenship is allowed in Nauru.
53	New Zealand	New Zealand permits Dual or Multiple Citizenship, but such citizens could lose their New Zealand passports if they take actions that are against country's interests.
54	North Macedonia	North Macedonia allows Dual Citizenship. Such citizens are regarded exclusively as Macedonian while in the country.
55	Palau	Palau citizens are allowed to hold Dual Citizenship.
56	Panama	Dual Citizenship is technically not accepted in Panama, but the Government requires all naturalized citizens to take an oath to renounce their first citizenship – an oath that most countries, including the United States, do not recognize. Nevertheless, Panama does offer its Friendly Nations Visa, which can be easily obtained, and which grants permanent residency leading to full citizenship to those from a list of 50 countries with which it has economic and professional ties. These countries are mostly Western nations.

57	Paraguay	Paraguay is one of the world's easiest countries from which to get second citizenship.
58	Peru	Peru allows those from other Latin American countries and Spain to retain their nationality upon receiving Peruvian citizenship.
59	Philippines	Dual Citizenship is recognized in the Philippines, though it is almost impossible for foreigners to obtain citizenship.
60	Portugal	Dual Citizenship is permitted in Portugal.
61	Romania	Romania allows its citizens to hold Dual Citizenship.
62	Russian Federation	Dual Citizenship is permitted in the Russian Federation, but dual nationals are required to inform the authorities of their status.
63	Samoa	Dual Citizenship may be allowed in Samoa.
64	Serbia	Dual Citizenship is allowed in Serbia.
65	South Africa	South Africa allows Dual Citizenship, but citizens above the age of 18 who acquire a second passport must first apply to retain their South African nationality, or risk losing it.
66	Sri Lanka	Sri Lanka permits Dual Citizenship.
67	Saint Kitts and Nevis	Saint Kitts and Nevis recognizes Dual Citizenship.
68	Saint Lucia	Saint Lucia allows Dual Citizenship.
69	Sudan	The Sudan recognizes Dual Citizenship. However, citizens who take up South Sudanese nationality will lose their Sudanese passport.
70	Sweden	Sweden allows Dual Citizenship for both native-born and naturalized citizens.
71	Switzerland	Switzerland permits Dual Citizenship for both native-born and naturalized citizens.

72	Syrian Arab Republic	The Syrian Arab Republic recognizes Dual Citizenship, but becoming a national is almost impossible, as it requires one to not only marry a Syrian, but also to live in the country for 10 years. It is also similarly difficult giving up Syrian citizenship.
73	Timor-Leste	Dual Citizenship is accepted in Timor-Leste.
74	Trinidad and Tobago	Trinidad and Tobago allow Dual Citizenship.
75	Tunisia	Tunisia recognizes Dual Citizenship.
76	Turkey	Dual Citizenship is accepted in Turkey, but citizens must inform the government if they choose to take up another nationality. Dual citizens are not required to enter and leave the country on their Turkish passport.
77	Tuvalu	Tuvalu recognizes Dual Citizenship.
78	United Kingdom of Great Britain and Northern Ireland	The United Kingdom of Great Britain and Northern Ireland allows Dual Citizenship. However, citizens of the British Overseas Territories may not be able to gain British citizenship if they take up another nationality.
79	United States of America	The United States of America recognizes Dual Citizenship, although it discourages it due to the problems it could cause. Citizens who serve in a foreign armed forces or work for a foreign government may lose their US citizenship.
80	Uruguay	Dual Citizenship is allowed in Uruguay, where citizenship is based on the principle of jus soli.
81	Vanuatu	Dual Citizenship is allowed in Vanuatu.
82	Zambia	Dual Citizenship is recognized in Zambia. Former citizens who lost their nationality before Dual Citizenship was permitted may apply to have it reinstated.

2. Countries that **Do Not Allow** Dual Citizenship

No.	COUNTRY	CONDITION
1	Andorra	Dual Citizenship is strictly forbidden in Andorra, where one is required to reside in the country for 20 years in order to gain citizenship. Those who lose their citizenship by acquiring another passport may get it back if they relinquish the other nationality.
2	Azerbaijan	Azerbaijan does not allow Dual Citizenship, but the President may grant it to individuals who have special importance to the country.
3	Bahamas	Bahamas does not allow Dual Citizenship. Minor citizens who obtain a second passport at birth are permitted to maintain both nationalities until the age of 21, upon which they must decide on which citizenship to retain.
4	Bahrain	Bahrain does not recognize Dual Citizenship, except for those from a few Gulf States. The country also has a history of granting citizenship to those who make large contributions to the kingdom.
5	Belarus	Dual Citizenship is not recognized in Belarus.
6	Botswana	Botswana does not allow Dual Citizenship. Those who obtain a second nationality at birth are required to give up one at the age of 21.
7	Bhutan	Dual Citizenship is not accepted in Bhutan.
8	China	The nationality law states that China does not recognize Dual Nationality with any other country although the clause can be interpreted differently based on the residency of a Chinese national.
9	Cuba	Cuba does not recognize Dual Citizenship.

10	Democratic Republic of Congo	Dual Citizenship is not recognized in the Democratic Republic of the Congo. Those who obtain another citizenship at birth are required to give it up at the age of 21 or lose their Congolese citizenship.
11	Democratic People's Republic of Korea	The Democratic People's Republic of Korea does not recognize Dual Citizenship.
12	Djibouti	Djibouti does not allow Dual Citizenship, but enforcement of this rule is weak.
13	Eswatini	Dual Citizenship is not permitted in Eswatini.
14	Ethiopia	Dual Citizenship is not permitted in Ethiopia.
15	Haiti	Haiti does not recognize Dual Citizenship. Children of Haitian parents who gain a foreign passport by birth are allowed to keep both citizenships until the age of 18, upon which they must choose whether to keep or lose their Haitian citizenship.
16	India	India does not recognize Dual Citizenship, and those who by naturalization gain citizenship in another country must give up their Indian passport.
17	Iran (Islamic Republic of)	The Islamic Republic of Iran technically does not allow Dual Citizenship, but in practice, dual citizens are regarded as Iranian nationals only. Minor citizens may be allowed to hold more than one passport, but they are required to inform the government if they wish to keep their non-Iranian citizenship after the age of 18.
18	Japan	Japan does not recognize Dual Citizenship and requires all minors who maintain multiple nationalities to relinquish their non-Japanese passport once they reach adulthood.
19	Kazakhstan	Dual Citizenship is not accepted in Kazakhstan.
20	Kuwait	Dual Citizenship is not allowed in Kuwait.

21	Kyrgyzstan	Kyrgyzstan does not permit Dual Citizenship, but citizens are allowed to acquire Russian citizenship.
22	Lao People's Democratic Republic	Lao People's Democratic Republic does not recognize Dual Citizenship.
23	Malaysia	Dual Citizenship is not accepted in Malaysia.
24	Marshall Islands	The Marshall Islands does not accept Dual Citizenship. Minor citizens who obtain a foreign passport at birth can keep both nationalities but will have to choose which one to keep at the age of 17.
25	Micronesia (Federated States of)	Dual Citizenship is not recognized in the Federated States of Micronesia, and all citizens who acquired a foreign nationality at birth are required to give up one of their passports within three years of their 18th birthday.
26	Monaco	Dual Citizenship is not recognized in Monaco.
27	Mongolia	Dual Citizenship is not recognized in Mongolia.
28	Mozambique	Mozambique does not recognize Dual Citizenship, except for minors who gain a foreign citizenship at birth. However, such individuals will have to renounce one of their two nationalities at the age of 18.
29	Myanmar	Dual Citizenship is not recognized in Myanmar. Naturalization is also difficult, as one would have to prove they have familial ties to the country.
30	Nepal	Dual Citizenship is not permitted in Nepal.
31	Papua New Guinea	Papua New Guinea does not recognize Dual Citizenship, and minor citizens who acquire another nationality at birth are required to choose which citizenship to retain at the age of 19.
32	Qatar	Dual Citizenship is not permitted in Qatar.

33	San Marino	San Marino does not recognize Dual Citizenship, and naturalized citizens are required to maintain continued residence in the country for at least 30 years.
34	Saudi Arabia	Dual Citizenship is not permitted in Saudi Arabia, but female citizens who marry foreign nationals are allowed to keep their Saudi citizenship.
35	Singapore	Singapore does not permit Dual Citizenship, and those who intentionally take up citizenship in another country may lose their Singapore passports.
36	Slovakia	Slovakia allows Dual Citizenship on a limited basis, including for those who become Slovakian citizens at birth or through marriage, but it is generally not approved after a 2010 amendment that limited dual nationality.
37	Solomon Islands	The Solomon Islands recognizes Dual Citizenship only on a limited basis. However, in general, naturalized citizens are required to relinquish all other nationalities within six months of becoming a citizen. Minor citizens who obtain a second passport by birth have until the age of 18 to choose which citizenship to keep.
38	Tajikistan	Dual Citizenship is not permitted in Tajikistan.
39	Thailand	Thailand does not accept Dual Citizenship. Minor citizens who gain a second passport at birth are allowed to maintain both nationalities but must relinquish one by the age of 18. Female citizens who take up the nationality of their foreign spouse will lose their Thai citizenship, but they may regain it if their marriage ends in death or divorce.
40	Tonga	Dual Citizenship is not permitted in Tonga but one can apply to get it back again.
41	Turkmenistan	Turkmenistan technically does not allow Dual Citizenship.
42	Ukraine	Dual Citizenship is not allowed in Ukraine, and those who obtain Ukrainian citizenship are required to relinquish all other nationalities within two years.

43	Uzbekistan	Dual Citizenship is not recognized in Uzbekistan.
44	United Arab Emirates	The United Arab Emirates does not permit Dual Citizenship, except for those who acquire another citizenship at birth. Such citizens must enter and leave the country on their Emirati passport.
45	Venezuela (Bolivarian Republic of)	The Bolivarian Republic of Venezuela does not allow Dual Citizenship. Those who become citizens of another country at birth may keep both passports until the age of 25, upon which they must lose their foreign nationality or they will lose Venezuelan citizenship.
46	Viet Nam	Dual Citizenship is not recognized in Viet Nam.
47	Yemen	Dual Citizenship is not allowed in Yemen.
48	Zimbabwe	Zimbabwe does not recognize Dual Citizenship.

3. Countries that **Allow Dual Citizenship under Limited Circumstances**

No.	COUNTRY	CONDITION
1	Afghanistan	Afghanistan recognizes Dual Citizenship only for those who had taken up new citizenship after fleeing the country because of political instability. Also, citizens who marry a foreign national do not have to give up their Afghan citizenship unless required by their spouse's country.
2	Austria	Austria does not permit Dual Citizenship, except for those who acquire two citizenships at birth, and those who are unable by law to give up their citizenship at home.
3	Bosnia and Herzegovina	Bosnia and Herzegovina technically permits Dual Citizenship, but its laws limits Dual Citizenship only to countries with which it has a bilateral agreement.
4	Bulgaria	Bulgaria permits Dual Citizenship only for native-born citizens, and those who previously gave up their citizenship are allowed to get it reinstated.
5	Croatia	Croatia recognizes Dual Citizenship for all ethnic Croatians who become citizens by birth or descent.
6	El Salvador	El Salvador recognizes Dual Citizenship for those who acquire Salvadoran citizenship at birth. Naturalized citizens, however, are required to renounce all other nationalities.
7	Eritrea	Eritrea does not accept Dual Citizenship, but special arrangements can be made for native-born citizens who gain a foreign citizenship and wish to keep it.
8	Estonia	Estonia technically does not recognize Dual Citizenship, but its law also states that the citizenship of those who are citizens at birth is inalienable and cannot be taken away without consent.
9	Georgia	Dual Citizenship is recognized in Georgia, but only if the President finds an individual to be of national interest, and grants it to him.

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|----|----------------------|---|
| 10 | Germany | <p>Dual Citizenship is permitted in Germany, but only under the following circumstances:</p> <ul style="list-style-type: none"> a) Only for EU countries or Switzerland; b) Non-EU- and non-Swiss citizens must usually renounce their old citizenship if they want to become German citizens; and c) If a German citizen acquires a non-EU or non-Swiss citizenship with the permission (“Beibehaltungsgenehmigung”) of the German Government (e.g. existing relative ties or property in Germany or in the other country or if the occupation abroad requires domestic citizenship for execution). |
| 11 | Guatemala | Dual Citizenship is not recognized in Guatemala, but the country has Dual Citizenship agreements with some Central and South American countries. |
| 12 | Guyana | Guyana accepts Dual Citizenship only for those who gain foreign citizenship through marriage. |
| 13 | Liechtenstein | Liechtenstein allows Dual Citizenship for those who are citizens by descent. Naturalized citizens, however, are required to give up all other nationalities. |
| 14 | Lithuania | Lithuania accepts Dual Citizenship under limited circumstances, such as minor citizens who are dual nationals at birth. |
| 15 | Montenegro | Montenegro currently allows Dual Citizenship only with countries with which it has a bilateral agreement. Presently, North Macedonia is the only country to have signed an agreement. |
| 16 | Namibia | Namibia technically does not permit Dual Citizenship, but its law also states that those who become citizens by birth or descent cannot have their citizenship taken away |

		without consent. However, naturalized citizens must give up all other nationalities.
17	Netherlands	<p>The Netherlands accepts Dual Citizenship on a limited basis, including for those who gain foreign citizenship at birth, and for naturalized citizens who receive an exemption from the requirement to relinquish all other nationalities. Dual Citizenship is permitted on a limited basis and is allowed in the following limited circumstances:</p> <ol style="list-style-type: none"> a) Those who obtained Dual Citizenship at birth; b) Those who acquire Dutch citizenship through the option procedure; c) Those who acquire Dutch citizenship through naturalization who obtain an exemption from the requirement to renounce the prior citizenship; and d) Dutch citizens to naturalize in another country who are exempt from the loss of nationality rule.
18	Nicaragua	Nicaragua does not accept Dual Citizenship, except for individuals from Central American countries and nations with which it has Dual Citizenship agreements.
19	Nigeria	Dual Citizenship is recognized only for Nigerian citizens by descent.
20	Norway	Norway does not permit Dual Citizenship, except for those who receive two nationalities from each parent at birth, those who receive citizenship in another country without applying for it, such as through marriage, and those who cannot be released from their other citizenship.
21	Pakistan	Pakistan allows citizens to hold citizenship from just 16 countries, including Australia, Belgium, Canada, France, Iceland, New Zealand, Sweden, Switzerland, the United Kingdom of Great Britain and Northern Ireland, and the United States.
22	Poland	While Dual Citizenship is not permitted in Poland, the country does tolerate the possession of multiple nationalities, and will consider dual nationals as Polish only.

However, such citizens will face penalties for exercising their foreign citizenship, which includes identifying themselves as a foreign national to Polish authorities.

23 Republic of Korea

The Republic of Korea recognizes Dual Citizenship, but only for those who received their second nationality at birth and had before the age of 22 declared their intention to remain nationals of the Republic of Korea. The Republic of Korea does not permit adults to acquire other citizenships.

However, foreigners who become citizens of the Republic of Korea, under its immigrant investor programme can keep their birth citizenship. Also, expats who have lived in the country for five years, or two years, if married to a national of the Republic of Korea, are allowed to maintain Dual Nationality.

24 Republic of Moldova

Dual Citizenship is permitted in the Republic of Moldova under the following conditions:

- a) children who acquired automatically at birth the citizenship of the Republic of Moldova and the citizenship of another State;
- a) its citizens who possess simultaneously the citizenship of another State when the other citizenship is automatically acquired by marriage;
- b) children, citizens of the Republic of Moldova, who acquired the citizenship of another State by adoption;
- c) if this results from provisions of the international agreement to which the Republic of Moldova is a Party;
- d) if the renunciation or loss of the citizenship of another State is not possible or cannot reasonably be requested, in other cases stipulated by the present Law.

25 Seychelles

Seychelles allows Dual Citizenship for native-born citizens who gain foreign citizenship by working abroad or marrying a foreign national.

- | | | |
|----|---|--|
| 26 | Slovenia | Slovenia generally allows Dual Citizenship for native Slovenians who obtain a second passport. However, those who become citizens by naturalization may be required to give up their other nationalities. |
| 27 | Spain | Dual Citizenship is permitted in Spain, but citizens who acquire a second nationality are required to inform the government of their intention to remain a Spanish national within three years. Natural citizens of Iberoamerican countries, Andorra, the Philippines, Equatorial Guinea and Portugal are exempted from this requirement. Naturalized citizens, however, are required to renounce all other nationalities, unless they are natural-born citizens of an Iberoamerican country, Andorra, the Philippines, Equatorial Guinea or Portugal. |
| 28 | Saint Vincent and the Grenadines | Saint Vincent and the Grenadines allows Dual Citizenship for those who gain citizenship of another country by birth, those who are born in Saint Vincent and the Grenadines to foreign parents, citizens who marry foreign nationals, and naturalized citizens. |
| 29 | United Republic of Tanzania | The United Republic of Tanzania does not recognize Dual Citizenship, except for women who gain a second citizenship through marriage. |
-

Disclaimer: Some of the countries listed may have reviewed/amended their legislation regarding Dual Citizenship.¹

¹ Far Horizon Capital. (2016, February 12). *What is Dual Citizenship and Why is it Valuable?* Retrieved from flagtheory.com: <https://flagtheory.com/dual-citizenship/>

ANNEX B: ZAMBIAN MISSIONS ABROAD WITH COUNTRIES AND ORGANIZATIONS OF EXTRA ACCREDITATION

1. Africa and the Middle East

No.	COUNTRY	CITY	COUNTRIES/TERRITORIES AND ORGANIZATIONS OF EXTRA ACCREDITATION
1.	Nigeria	Abuja	Chad, Mauritania, Benin, Burkina Faso, Mali, the Niger, Senegal, Economic Community for West African States (ECOWAS)
2.	Ghana	Accra	The Gambia, Togo, Guinea, Sierra Leone, Côte d'Ivoire, Liberia
3.	Ethiopia	Addis Ababa	Djibouti, Somalia, the Sudan, African Union, United Nations Commission for Africa (UNECA)
4.	Egypt	Cairo	Islamic Republic of Iran, Lebanon, Iraq, Tunisia, Algeria, Libya, Economic Community of Sahara and Sahel States (CEN-SAD), the Syrian Arab Republic, Palestinian Territories
5.	United Republic of Tanzania	Dar es Salaam	Burundi, Comoros, Rwanda, Uganda, International Conference on the Great

			Lakes Region (ICGLR), East African Community (EAC)
6.	United Arab Emirates	Dubai (Consulate)	Nil
7.	Botswana	Gaborone	Southern Africa Development Community (SADC)
8.	Zimbabwe	Harare	Nil
9.	Democratic Republic of the Congo	Kinshasa	Central African Republic, Cameroon, the Congo, Equatorial Guinea, Gabon
		Lubumbashi (Consulate)	Nil
10.	Malawi	Lilongwe	Nil
11.	Angola	Luanda	Cabo Verde, Guinea-Bissau, Sao Tome and Principe
		Luena (Consulate)	Nil
12.	Mozambique	Maputo	Eswatini, Mauritius
13.	Kenya	Nairobi	Eritrea, Seychelles, South Sudan
14.	South Africa	Pretoria	Lesotho, Madagascar

15.	Morocco	Rabat	Nil
16.	Saudi Arabia	Riyadh	Yemen, Bahrain, Qatar, Kuwait, Oman
17.	Israel	Tel Aviv	Nil
18.	Namibia	Windhoek	Nil

2. Americas and the Caribbean

No.	COUNTRY	CITY	COUNTRIES/TERRITORIES AND ORGANIZATIONS OF EXTRA ACCREDITATION
1.	Brazil	Brasilia	Argentina, Bolivia (Plurinational State of), Colombia, Ecuador, Chile, Guyana, Paraguay, Peru, Saint Kitts and Nevis, Suriname, Uruguay, Venezuela (Bolivarian Republic of)
2.	Canada	Ottawa	Antigua and Barbuda, Bahamas, Cuba, Grenada, Jamaica, Saint Lucia, Trinidad and Tobago, Saint Vincent and the Grenadines
3.	United States of America	Washington D.C.	Belize, Costa Rica, Dominican Republic, El Salvador, Guatemala, Haiti, Honduras, Mexico, Nicaragua, Panama
		New York	United Nations (UN)

3. Asia and the Pacific

No.	COUNTRY	CITY	COUNTRIES/TERRITORIES AND ORGANIZATIONS OF EXTRA ACCREDITATION
1.	China	Beijing	Afghanistan, Mongolia, Democratic People's Republic of Korea, Pakistan
		Guangzhou (Consulate)	Nil
2.	Australia	Canberra	New Zealand
3.	Malaysia	Kuala Lumpur	Brunei Darussalam, Cambodia, Indonesia, Lao People's Democratic Republic, the Philippines, Thailand, Viet Nam
4.	India	New Delhi	Bangladesh, Maldives, Myanmar, Singapore, Sri Lanka
5.	Republic of Korea	Seoul	Nil
6.	Japan	Tokyo	Papua New Guinea, Solomon Islands

4. Europe

No.	COUNTRY	CITY	COUNTRIES/TERRITORIES AND ORGANIZATIONS OF EXTRA ACCREDITATION
1.	Turkey	Ankara	Georgia, North Macedonia, Jordan
2.	Germany	Berlin	Austria, Czech Republic, Hungary, Poland, Slovenia, Slovakia
3.	Belgium	Brussels	Luxembourg, the Netherlands, European Union (EU), Organization for the Prohibition of Chemical Weapons (OPCW), World Customs Union (WCO)
4.	Switzerland	Geneva	United Nations Systems in Geneva and Vienna, World Trade Organization (WTO), WIPO, United Nations Conference on Trade and Development (UNCTAD)
5.	United Kingdom of Great Britain and Northern Ireland	London	Commonwealth, Ireland, Holy See
6.	Russian Federation	Moscow	Armenia, Azerbaijan, Belarus, Kazakhstan, Kyrgyzstan, Republic of Moldova, Tajikistan, Turkmenistan, Ukraine, Uzbekistan

7.	France	Paris	Bosnia and Herzegovina, Bulgaria, Portugal, Romania, Serbia, Spain, UNESCO
8.	Italy	Rome	Albania, Croatia, Cyprus, Greece, Malta, Food and Agriculture Organization (FAO), International Fund for Agriculture Development (IFAD), World Food Programme (WFP)
9.	Sweden	Stockholm	Denmark, Estonia, Finland, Iceland, Latvia, Lithuania, Norway

ANNEX C: LIST OF PROVINCES AND DISTRICTS

Name of Province	Districts
Central	Chibombo
Central	Chisamba
Central	Chitambo
Central	Itezhi-Tezhi
Central	Kabwe
Central	Kapiri Mposhi
Central	Luano
Central	Mkushi
Central	Mumbwa
Central	Ngabwe
Central	Serenje
Central	Shibuyunji
Copperbelt	Chililabombwe
Copperbelt	Chingola
Copperbelt	Kalulushi
Copperbelt	Kitwe
Copperbelt	Luanshya
Copperbelt	Lufwanyama
Copperbelt	Masaiti
Copperbelt	Mpongwe
Copperbelt	Mufulira
Copperbelt	Ndola
Eastern	Chadiza
Eastern	Chipata
Eastern	Katete
Eastern	Lundazi

Eastern	Mambwe
Eastern	Nyimba
Eastern	Petauke
Eastern	Sinda
Eastern	Vubwi
Eastern	Chasefu
Eastern	Chipangali
Eastern	Kasenengwa
Eastern	Lumezi
Eastern	Lusangazi
Luapula	Chembe
Luapula	Chienge
Luapula	Chipili
Luapula	Kawambwa
Luapula	Lunga
Luapula	Mansa
Luapula	Milenge
Luapula	Mwansabombwe
Luapula	Mwense
Luapula	Nchelenge
Luapula	Samfya
Luapula	Chifunabuli
Lusaka	Chilanga
Lusaka	Chirundu
Lusaka	Chongwe
Lusaka	Kafue
Lusaka	Luangwa
Lusaka	Lusaka

Lusaka	Rufunsa
Muchinga	Chama
Muchinga	Chinsali
Muchinga	Isoka
Muchinga	Mafinga
Muchinga	Mpika
Muchinga	Nakonde
Muchinga	Shiwan'gandu
Muchinga	Kanchibiya
Muchinga	Lavushimanda
Northern	Chilubi
Northern	Kaputa
Northern	Kasama
Northern	Luwingu
Northern	Mbala
Northern	Mporokoso
Northern	Mpulungu
Northern	Mungwi
Northern	Nsama
Northern	Senga Hill
Northern	Lunte
Northern	Lupososhi
North-Western	Chavuma
North-Western	Ikelenge
North-Western	Kabompo
North-Western	Kasempa
North-Western	Manyinga
North-Western	Mufumbwe

North-Western	Mwinilunga
North-Western	Solwezi
North-Western	Zambezi
North-Western	Kalumbila
North-Western	Mushindamo
Southern	Chikankata
Southern	Choma
Southern	Gwembe
Southern	Kalomo
Southern	Kazungula
Southern	Livingstone
Southern	Mazabuka
Southern	Monze
Southern	Namwala
Southern	Pemba
Southern	Siavonga
Southern	Sinazongwe
Southern	Zimba
Western	Kalabo
Western	Kaoma
Western	Limulunga
Western	Luampa
Western	Lukulu
Western	Mitete
Western	Mongu
Western	Mulobezi
Western	Mwandi
Western	Nalolo

Western	Nkeyema
Western	Senanga
Western	Sesheke
Western	Shangombo
Western	Sikongo
Western	Sioma

ANNEX D: LIST OF CHIEFS IN ZAMBIA

1. Central Province

1.	Chibombo District	Chief Chitanda Chieftainess Mungule Chief Liteta
2.	Chisamba District	Chief Chamuka
3.	Kapiri Mposhi District	Snr Chief Chipeco Mukuni Ng'ombe Chief Mukonchi Chief Nkole
4.	Ngabwe District	Chief Ngabwe Chief Mukubwe
5.	Mkushi District	Chief Chitina Chief Shaibila Chief Mulungwe
6.	Luano District	Chief Mboroma (Snr) Chief Chembe Chief Chikupili Chief Kanyesha Chief Kaundula Chief Mboshya
7.	Mumbwa District	Chief Chibuluma Chieftainess Kabulwebulwe Chief Kaindu Chief Moono

		Chief Mulendema Chief Mumba
8.	Shibuyunji/Mumbwa District	Chief Shakumbila (Snr)
9.	Serenje District	Chief Muchinda (Snr) Chief Kabamba Chief Chisomo Chief Mailo Chieftainess Serenje Chief Chibale
10.	Chitambo District	Chief Chitambo Chief Muchinka
11.	Itezhi Tezhi District	Chieftainess Muwezwa Chief Chilyabufu Chief Musungwa Chief Shezongo Chief Shimbizhi Chief Kaingu

2. Copperbelt Province

1.	Lufwanyama District	Chief Funguluwe Chief Lumpuma Chief Mukutuma Chief Nkana Chief Shibuchinga Chief Shimukunami
2.	Masaiti District	Chief Chiwala (Snr) Chief Mushili (Snr) Chief Nkambo
3.	Mpongwe District	Chief Ndubeni (Snr) Chief Kalunkumya Chieftainess Lesa Chief Machiya Chieftainess Malembeka Chief Mwinuna

3. Eastern Province

1.	Chadiza District	Chief Zingalume Chief Mlolo Chief Mwangala
2.	Chipata District	Chief Mpezeni (Paramount) Chief Chinyanku Chief Maguya Chief Sayiri

3.	Mambwe District	<p>Snr Chief Nsefu</p> <p>Chief Jumbe</p> <p>Chief Kakurnbi</p> <p>Chief Malama</p> <p>Chief Msoro</p> <p>Chief Mkanya</p>
4.	Katete District	<p>Chief Kathumba</p> <p>Chief Kawaza</p> <p>Chief Mbangombe</p> <p>Kalonga Gawa Undi (Paramount)</p>
5.	Lundazi District	<p>Chief Kapichila</p> <p>Snr Chief Mwasenthembwe</p> <p>Chief Mphamba</p>
6.	Nyimba District	<p>Chief Luembe (Snr)</p> <p>Chieftainess Mwape</p> <p>Chief Nyalugwe</p> <p>Chief Ndake</p>
7.	Petauke District	<p>Chief Kalindawalo (Snr)</p> <p>Chief Mwanjawanthu</p> <p>Chief Nyampande</p> <p>Chief Mumbi</p>
8.	Lusangazi District	<p>Chief Sandwe</p>
9.	Sinda District	<p>Chieftainess Nyanje</p>
10.	Chipangali District	<p>Chief Kapatamoyo</p> <p>Chief Mnutwa</p> <p>Chief Mshawa</p>

		Chief Chanje Chief Mafuta Chief Chinunda Chieftainess Mkanda
11.	Kasenengwa District	Chief Chikuwe Chief Mishoro Chief Madzimawe Chief Nzamani
12.	Vubwi District	Chief Pembamoyo
13.	Lumezi District	Chief Kazembe Chieftainess Mwanya Chieftainess Mwase Mphangwe Chief Chikomeni Chief Zumwanda Chief Chitungulu
14.	Chasefu District	Chief Phikamalaza Snr. Chief Magodi

4. Luapula Province

1.	Kawambwa District	Chief Mushota (Snr) Chief Chama Chief Munkata
2.	Mansa District	Chief Chimese Chief Chisunka Chief Kalaba Chief Kalasa Lukangaba

		Chief Mabumba Chief Matanda Chief Mibenge
3.	Milenge District	Chief Sokontwe Senior Chief Milambo
4.	Mwense District	Chief Katuta Kampemba Chief Lubunda Chieftainess Lukwesa Chief Mulundu Chief Kashiba
5.	Chiengi District	Chief Mununga (Snr) Chief Puta (Snr) Chieftainess Lambwe Chomba
6.	Nchelenge District	Chief Kambwali Chieftainess Kanyembo Chief Nshimba
7.	Samfya District	Chief Kalasa Mukoso (Snr) Chief Kasoma Bangweulu Chief Mulakwa
8.	Chifunabuli District	Snr Chief Mwewa Chief Mwansakombe Chief Mulongwe Chief MbUIU Chief Chitembo
9.	Lunga District	Snr. Chief Kalimankonde Chief Bwalya Mponda

		Chief Nsamba Chief Kasomalunga
10.	Chembe District	Chief Kasomalwela
11.	Chipili District	Chief Mutipula Chieftainess Mwenda
12.	Mwansabombwe District	Snr. Chief Mwata Kazembe

5. Lusaka Province

1.	Luangwa District	Chief Mburuma (Snr) Chief Mpuka
2.	Rufunsa District	Chieftainess Shikabeta Chieftainess Mpanshya Chief Bunda Bunda
3.	Chongwe District	Chieftainess Nkomeshya Mukamambo II (Snr)
4.	Kafue District	Chieftainess-Chiyaba
5.	Chirundu District	Chief Sikoongo Chief Chipepo

6. Muchinga Province

1.	Chinsali District	Chief Nkula (Snr) Chief Mubanga Chief Nkweto Chief Chewe Chief Chimbuka
2.	Shiwang'andu	Chief Chibesakunda

		Chief Kabanda Chief Mukwikile
3.	Mpika District	Chief Chikwanda Chief Kabinga Chief Mukungule Chief Nabwalya
4.	Mafinga District	Chief Muyombe Chief Mwenewisi Chief Mwenechifungwe
5.	Isoka District	Chief Katyetye Chief Kafwimbi
6.	Nakonde District	Chieftainess Waitwika
7.	Chama District	Chief Kambombo (Snr) Chief Chibale Chief Chifunda Chief Chikwa Chief Tembwe Chief Lundu Chief Mulilo
8.	Lavushimanda District	Chief Chiundaponde Chief Mpumba
9.	Kanchibiya District	Snr. Chief Kopa Chief Luchembe Chief Mpepo Chief Kabinga

7. Northern Province

1.	Kaputa District	Chief Kaputa Chief Mukupa Katandula
2.	Luwingu District	Chief Shimumbi (Snr) Chief Tungati Chief Chipalo
3.	Luposohi District	Chieftainess Chungu (Snr) Chief Chabula Chief Katuta
4.	Chilubi Island District	Chief Chiwanangala Chief Matipa
5.	Mbala District	Chief Fwambo Chief Mpande Chief Mwamba Snr Chief Nsokolo
6.	Senga Hill District	Chief Nondo
7.	Mpulungu District	Chief Tafuna (Snr) Chief Chinakila Chief Chitimbwa
8.	Mungwi District	Chief Chitimukulu (Paramount) Chief Chimbola Chief Makasa
9.	Kasama District	Chief Nkolemfumu Snr Chief Mwamba Chief Munkonge

10.	Mporokoso District	Chief Mumpolokoso
11.	Lunte District	Chief Chitoshi Chief Mukupa Kaoma Chief Shibwalya Kapila
12.	Nsama District	Chief Nsama (Snr)

8. North-Western Province

1.	Kabompo District	Chief Kalunga Chief Chiyengele
2.	Manyinga/Kabompo District	Chief Sikufele (Snr)
3.	Kasempa District	Chief Kasempa (Snr) Chief Ingwe
4.	Mufumbwe District	Chief Mushima Chief Chizera
5.	Mwinilunga District	Chief Kanongesha (Snr) Chief Chibwika Chief Kakoma Chief Kanyama Chief Ntambu
6.	Solwezi District	Chief Kapijimpanga
7.	Kalumbiila District	Chief Musele (Snr) Chief Mukumbi (Snr) Chief Mumena Chief Matebo
8.	Mushindamo District	Chief Kalilele (Snr)

		Chief Mujimanzovu (Snr) Chief Mulonga Chief Musaka Chief Chikola
9.	Ikelengi District	Chief Saliunga (Snr) Chieftainess Ikelenge Chief Nyakaseya Chief Mwininyilamba
10.	Zambezi District	Chief Ishindi(Snr) Chief Ndungu (Snr) Chief Chinyama Litapi Chief Ishima Chief Kucheka Chief Mpidi Chieftainess Nyakuleng'a

9. Southern Province

1.	Choma District	Chief Macha Chief Mapanza Chief Cooma
2.	Pemba District	Chief Hamaundu Chief Moyo
3.	Gwembe Valley District	Chief Munyumbwe
4.	Kalomo District	Chief Chikanta Chief Siachitema

		Chief Sipatunyana
5.	Kazungula District	Chief Sekute Chief Mukuni Chief Musokotwane Chief Nyawa Chief Moomba
6.	Mazabuka District	Chief Mwanachingwala Chief Hanjalika
7.	Monze District	Chief Ufwenuka Chief Chona Chieftainess Choongo Chief Monze Chief Mwanza Chief Hamusonde
8.	Namwala District	Chief Mukobela Chief Muchila Chief Mungaila Chief Nalubamba
9.	Siavonga District	Chief Sinadambwe Chief Simamba
10.	Sinazongwe District	Chief Mweemba (Snr) Chief Sinazongwe
11.	Zimba District	Chief Simwatachela

10. Western Province

1.	Mongu District	The Litunga (Paramount) Chief Chiengele Chief Kandala
2.	Kalabo District	Chieftainess Mulena Mukwae Mboanjikana
3.	Kaoma District	Chief Amukena (Snr)
4.	Nkeyema District	Chief Kahare
5.	Lukulu District	Chief Imwiko
6.	Nalolo District	Chieftainess Litunga-La-Mboela (Snr)
7.	Sesheke District	Chief Inyambo Yeta (Snr)
8.	Sioma District	Chief Lukama

ANNEX E: DEPARTMENT OF NATIONAL REGISTRATION, PASSPORT AND CITIZENSHIP - REQUIRED APPLICATION FORMS

1. Form II Application for National Registration
2. Form III Application for Replacement of National Registration Card
3. Form IV Notice of Acquisition of Dual Citizenship
4. Form V Notification of Change of National Status (NRC)
5. Form VI Notice of Acquisition of Citizenship of Another Country
6. Form VII Application for Bestowal of Citizenship
7. Form VIII Notice of Birth
8. Form IX Affidavit of Birth by Independent Witness
9. Form XIII Notice of Death
10. Form A Passport Application
11. Form B Passport Application
12. Form L Lost Passport Description Slip
13. Form M Affidavit / Affirmation
14. Form N Affidavit of Birth
15. Affidavit of Non-Impediment to Marriage
16. General Affidavit
17. Application for A Zambian Passport - Barcoded Form

1. Form II. Application for National Registration

Form II
(Regulations 4, 5 and 11)



REPUBLIC OF ZAMBIA

The National Registration Act
(Laws, Volume 9, Cap. 126)

The National Registration Regulations, 2019

Please complete in BLOCK LETTERS		<i>(To be completed by parent, other relative or legal guardian)</i>										
Information Required		Information provided										√
APPLICATION FOR NATIONAL REGISTRATION												
PART A DETAILS OF APPLICANT												
1.	Applicants' Full Names:											
	Surname:											
	Given Names:											
2.	Date of Birth	d	d	m	m	y	y	y	y			
	Sex:	Male			Female							
3.	Place of Birth:											
	Town:											
	Village:											
	Chief:											
	District:											
	Country:											
4.	Birth Certificate No.:											
5.	Schools Attended:											
	Primary:								District:			
	Secondary:								District:			
	Post-Secondary:								District/Country:			
6.	Usual place of residence:											
7.	Mobile Phone No.[s]:											
8.	National Status:											
9.	Other Nationality (specify):											
10.	Special Mark:											
PART B DETAILS OF PARENTS												
1.	Details of Father:											
	Surname:											
	Given Names:											
2.	National Registration Number:											
3.	Nationality:											

4.	Other Nationality (specify):		
5.	Place of Origin:		
	Town:		
	Village:		
	Chief:		
	District:		
	Country:		
6.	Tribe		
7.	Mobile Phone No.[s]:		
Details of Mother:			
1.	Surname:		
2.	Given Names:		
3.	Maiden Surname:		
4.	National Registration Number:		
5.	Nationality:		
6.	Place of Origin:		
	Town:		
	Village:		
	Chief:		
	District:		
	Country:		
7.	Tribe:		
8.	Mobile Phone No.[s]:		
PART C DETAILS OF DEPONENT			
1.	Surname:		
2.	Given Names:		
3.	National Registration Number:		
4.	Nationality:		
5.	Other Nationality (specify):		
6.	Age:		
7.	Relationship to Applicant:		
8.	Usual place of residence:		
9.	Mobile Phone No.[s]:		
DECLARATION			
I hereby declare that the information provided above is true, correct and complete to the best of my knowledge. I understand that any incorrect, misleading or untrue information or willful withholding of any relevant information is an offence.			
.....		
Signature		Date	
FOR OFFICIAL USE ONLY			
APPROVED/NOT APPROVED			
Registrars' Full Names:			OFFICIAL STAMP
Signature:			

2. Form III. Application for Replacement of National Registration Card

Form III
(Regulations 9 and 12)



REPUBLIC OF ZAMBIA

The National Registration Act
(Laws, Volume 9, Cap. 126)

The National Registration Regulations, 2019

APPLICATION FOR REPLACEMENT OF NATIONAL REGISTRATION CARD	
Please complete in BLOCK LETTERS	REASONS FOR REPLACEMENT (Tick where applicable*) A. Original Card lost/destroyed/damaged: <input type="checkbox"/> B. Change of Names/Change of Material Particulars/Change of Residence for non-Zambians: <input type="checkbox"/>
<i>Information Required</i>	<i>Information Provided</i> √
PART A DETAILS OF APPLICANT <i>(To be completed if applying for replacement of lost/destroyed/ damaged)</i>	
1. Applicants' Full Names:	
Surname:	
Given Names:	
2. Date of Birth	d d m m y y y y
Sex:	Male <input type="checkbox"/> Female <input type="checkbox"/>
3. Place of Birth:	
Town:	
Village:	
Chief:	
District:	
Country:	
4. National Registration Number:	
5. Schools Attended:	
Primary:	District:
Secondary:	District:
Post-Secondary:	District/Country
6. Usual place of Residence:	
7. Mobile Phone No.(s):	
8. National Status:	
9. Other Nationality (specify):	

10.	Special Mark:								
PART B DETAILS OF APPLICANT <i>(To be completed if applying for change of name or Material Particulars*/ Change of Residence for non-Zambians in additional to Part A)</i> I hereby apply now to be registered as:									
1.	Applicants' Full Names:								
	Surname:								
	Given Names:								
2.	Date of Birth:	d	d	m	m	y	y	y	y
	Sex:	Male			Female				
3.	Place of Birth:								
	Town:								
	Village:								
	Chief:								
	District:								
	Country:								
4.	National Registration Number:								
5.	Schools Attended:								
	Primary:					District:			
	Secondary:					District:			
	Post-Secondary:					District/Country			
6.	Usual place of residence								
7.	Mobile Phone No.(s):								
8.	National Status:								
9.	Other Nationality (specify):								
10.	Special Mark:								
DECLARATION I declare that the information provided above is true, correct and complete to the best of my knowledge. I understand that any incorrect, misleading or untrue information or willful with-holding of any relevant information is an offence. Signature Date									
FOR OFFICIAL USE ONLY APPROVED/NOT APPROVED Registrars' Full Names: Signature:									
						<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> OFFICIAL STAMP </div>			

3. Form IV. Notice of Acquisition of Dual Citizenship

Form IV
(Regulation 15)



REPUBLIC OF ZAMBIA

The National Registration Act
(Laws, Volume 9, Cap. 126)

The National Registration Regulations, 2019

NOTIFICATION OF ACQUISITION OF DUAL CITIZENSHIP

PART I:

I, the undersigned (Name in BLOCK CAPITALS) citizen of and holder of a National Registration No./Passport No. issued to me on at do hereby state that I have, in addition acquired citizenship by authority of Certificate of bestowal/Registration of citizenship/adoption certificate number issued on at and do hereby attach my *Certificate of Bestowal/Registration of Citizenship/Adoption Certificate in proof thereof, and I make an application for a new National Registration Card in the appropriate form.

PART II:

Declaration

I hereby declare that the information provided above is true, correct and complete to the best of my knowledge. I understand that any incorrect, misleading or untrue information or willful withholding of any relevant information is an offence.

Dated this day of, 20.....

.....
Signature

PART III

FOR OFFICIAL USE ONLY

RECEIVED BY:

Registrars' Name.....
(Full Names)

Signature.....

4. Form V. Notification of Change of National Status

Form V
(Regulation 11)



REPUBLIC OF ZAMBIA

The National Registration Act
(Laws, Volume 9, Cap. 126)

The National Registration Regulations, 2019

NOTIFICATION OF CHANGE OF NATIONAL STATUS

PART I

I, the undersigned
(Name in BLOCK CAPITALS), holder of a National Identity No. issued
to me on, 20..... at do hereby state
that I have changed my declared National Status from to
..... and do hereby attach my *Certificate of Registration/
Passport in proof thereof, and I do hereby surrender my National Registration Card and make
application for a new National Registration Card in the appropriate form.

Dated this day of, 20.....

**Delete whichever is inapplicable.*

.....
Signature

PART II

FOR OFFICIAL USE ONLY

1. Certificate of Registration Number
2. Date and place of issue
3. Passport Number
4. Date and place of issue
5. New National Registration Card Number
6. Previous National Registration Card Number

.....
Signature of Registrar

OFFICIAL
STAMP

National Registration Office

5. Form VI. Notice of Acquisition of Citizenship of Another Country

Form VI
(Regulation 9)



Republic of Zambia

The Citizenship of Zambia Act, 2016
(Act No. 33 of 2016)

The Citizenship of Zambia Regulations, 2017

NOTICE OF ACQUISITION OF CITIZENSHIP OF ANOTHER COUNTRY

To: The Board

NOTICE IS HEREBY GIVEN THAT I,(name)
of(present address)
acquired the citizenship of(name of country)
on theday of20..... per the attached
document evidencing the acquired citizenship.

Dated theday of 20.....

.....
Signature of informant

6. Form VII. Application for Bestowal of Citizenship

Form VII
(Regulation 10(1))



Republic of Zambia

The Citizenship of Zambia Act, 2016
(Act No. 33 of 2016)

The Citizenship of Zambia Regulations, 2017

APPLICATION FOR BESTOWAL OF CITIZENSHIP

PART I - PARTICULARS OF APPLICANT

1. Full name of applicant:.....
2. Date of birth:.....
3. Place and country of birth:.....
4. Current nationality:.....
5. Birth certificate number:.....
 - (a) Date of issue:.....
 - (b) Place of issue:.....
6. Passport number:.....
 - (a) Date of issue:.....
 - (b) Place of issue:.....
7. Date of loss of citizenship:
8. Reasons for loss of citizenship:
9. Documents held at that time:.....
10. Occupation or profession:.....
11. Details of employer (if employed):
12. Company or business name details (if self-employed):
13. Postal address:.....
14. Residential address:.....
15. Country of residence:.....
16. Nationality and full names of spouse (where applicable):.....
17. Number of children (where applicable):.....
18. Place and date of parents' birth (where available):.....
19. Nationality of parents:
 - (a) Father:.....
 - (b) Mother:.....

20. Educational profile/Background

SCHOOLS ATTENDED	DATES	
	FROM	TO
Primary		
Secondary		
Post Secondary		

PART II - DECLARATION

I,do solemnly and sincerely declare that to the best of my knowledge and belief the particulars stated in the application are true.

.....
Signature of applicant

Declared at this day of20.....

.....
Commissioner for Oaths

7. Form VIII. Notice of Birth Application



Form VIII(2016 Rev.)
(Rules 16, 17, 18 and 23)
(To be completed in duplicate)
(Stocked by DNRPC)

NOTICE OF BIRTH

WARNING: In terms of section 9 of the Births and Deaths Registration Act, Cap. 51; any person who is obliged to make a registration and refuses or neglects to state any particular required on this form or gives any false information for the purpose of registration commits an offence and may, on conviction, be fined or imprisoned, or fined and imprisoned.

Please complete in block letters		Shaded fields for official use only		Serial No.:		
Information Required		Information Provided		District:		
				Date and Time:		
B A R C O D E	1. DETAILS OF BIRTH	DATE OF BIRTH	D D / M M / Y Y			
	Place of Birth:	Health Facility:		Home:		
		Other (specify):		Sex: M	F	
		Health Facility Name: <i>(if born at health facility)</i>				
		Home Address: <i>(if born at home)</i>				
		Other (Specify):				
		Surname:				
		Given Name:				
		Other Name(s):				
		Birth Weight:				
	2. DETAILS OF FATHER	Surname:				
		Other Name(s):				
		Date of Birth: D D / M M / Y Y Y Y				
		National Identity No.:				
		Occupation:				
	Social Security No.:					
	Village of origin:			Chief:		
	Tribe:			District:		
	Nationality:					
	Residential Address:					
	Contact No.:					
3. DETAILS OF MOTHER	Surname:					
	Other Name(s):					
	Maiden Surname:					
	Date of Birth: D D / M M / Y Y Y Y					
	Age of Mother at Birth of Child above (Years): Years					
	National Identity No.:			Nationality:		
	Occupation:					
	Social Security No.:					
	Village of Origin:			Chief:		
	Tribe:			District:		
	Education: Never Been to School Primary Secondary Tertiary					
	Residential Address:					
	Usual Place of Residence:					
	Attendant at Birth:		Qualified Midwife Traditional Birth Attendant			
			Others (specify):			
4. ACKNOWLEDGEMENT OF PARENTHOOD (To be completed by Biological Parents)						
Marital Status of Parents:		Married		Not Married		
If not married, Parents must complete the following:		I, acknowledge myself to be the natural Father of the child in Part 1.				
		Signature:.....		Date:.....		
		(Mother) I, hereby request and consent that the above named be registered as the Father of the child in Part 1.				
		Signature :.....		Date:.....		

5.	LATE NOTICE	If the child is above 12 months: complete the following: That the reasons I failed to notify the birth of my child within twelve months after birth are: I, therefore respectfully request that authority be given for the Registration of the Birth of the child in Part 1: Signature of Declarant Date
6.	DETAILS OF INFORMANT.	Surname Other Names National Identity No.: Nationality: Relationship to Child: Residential Address: Postal Address: Contact No.:
7.	APPENDICES (Attachments)	Original Birth record Copies of Parent's National Identity Document
8.	INFORMANT'S DECLARATION:	I hereby declare that the information provided above is true, correct and complete to the best of my knowledge. I understand that any incorrect, misleading or untrue information or the withholding of any relevant information is an offence. Name Signature Date
FOR OFFICIAL USE ONLY Name of Assistant Registrar Signature Name of Registrar Signature		
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">OFFICIAL STAMP</div>		

NOTE 1- The informant should be Father or Mother of the child and only if neither is able to give necessary information is one of the following persons entitled to give notice:

- (a) the occupier of the house or the person in-charge of the hospital or institution where the child was born;
- (b) a person present at birth; or
- (c) The person now having charge of the child.

NOTE 2 – In terms of section 15 of the Act, a Registrar shall not enter in the Births Register the name of any person as father of an illegitimate child except at the joint request of the mother and the person acknowledging himself in writing in the presence of the Registrar to be the father of the child.

NOTE 3 – If you are a member of the National Pension Scheme Authority please quote your Social Security Number as this will assist the fund in the payment of benefits.

INSTRUCTIONS FOR COMPLETING NOTICE OF BIRTH

1. Fill in all applicable spaces using BLOCK LETTERS only without ERASURES or use of CORRECTING FLUID.
2. Use black or blue ink only.
3. Ensure that the information provided on the Form is correct to the best of your knowledge.
4. Once the forms have been submitted, the information provided will be considered correct details of the child.

8. Form IX. Affidavit of Birth by Independent Witness

Form IX
(Rule 23(6))
(To be completed in duplicate)
(Stocked by DNRPC)



REPUBLIC OF ZAMBIA

The Births and Deaths Registration Act
(Laws, Volume 5, Cap 51)

The Births and Deaths Registration (General) (Amendment) Rules, 2016

AFFIDAVIT OF BIRTH BY INDEPENDENT WITNESS

I (deponent's full names) of (address)

aged and holder of National Registration Card No.:

hereby make *oath/*affirmation and say that I have personal knowledge of the birth of

..... (child's name)

He/she is my (relationship)

He/she was born on at *Village/*House

No. District Country

I further declare that to the best of my knowledge and belief his/her parents' names are as follows:

Father: Tribe: Village:

District: Country:

Mother: Tribe: Village:

District: Country:

I make this *oath/*affirmation conscientiously believing the same to be true.

Signed

*Sworn/*affirmed before me at this day 20

.....
Magistrate/Commissioner for Oaths

**Delete as appropriate*

9. Form XIII. Notice of Death



Form XIII (2016 Rev)
(Rule 32)
(To be completed in duplicate)
(Stocked by DNRPC)

NOTICE OF DEATH

WARNING: In terms of section 9 of the Births and Deaths Registration Act, Cap. 51; any person who is obliged to make a registration and refuses or neglects to state any particular required on this form or gives any false information for the purpose of registration commits an offence and may, on conviction, be fined or imprisoned or fined and imprisoned.

Please complete in block letters		Shaded fields for official use only		Application No.											
Information Required		Information Provided		Date and Time											
A. DETAILS OF THE DECEASED		SERIAL No.:		DISTRICT:											
Surname of the Deceased															
Other Name(s)															
Occupation															
Residential address															
Date of Death		<table border="1"> <tr> <td>D</td><td>D</td><td>/</td><td>M</td><td>M</td><td>/</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>		D	D	/	M	M	/	Y	Y	Y	Y		
D	D	/	M	M	/	Y	Y	Y	Y						
Place of occurrence of death		<table border="1"> <tr> <td>Health Facility</td> <td></td> <td>Home</td> <td></td> </tr> <tr> <td>Other (specify)</td> <td></td> <td></td> <td></td> </tr> </table>		Health Facility		Home		Other (specify)							
Health Facility		Home													
Other (specify)															
Name of place of death															
Date of Birth		<table border="1"> <tr> <td>D</td><td>D</td><td>/</td><td>M</td><td>M</td><td>/</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>		D	D	/	M	M	/	Y	Y	Y	Y		
D	D	/	M	M	/	Y	Y	Y	Y						
Age at Death		Years		Months											
Nationality of Deceased				Days Sex <input type="checkbox"/> M <input type="checkbox"/> F											
National Identity No.:															
Social Security No./NAPSA															
Level of education		<table border="1"> <tr> <td>NBTS</td> <td></td> <td>Primary</td> <td></td> <td>Secondary</td> <td></td> <td>Tertiary</td> <td></td> </tr> </table>		NBTS		Primary		Secondary		Tertiary					
NBTS		Primary		Secondary		Tertiary									
B. CAUSE OF DEATH: (FOR OFFICIAL USE ONLY)															
Health Facility Death (attach medical certificate of the cause of death), Home Based (attach letter from traditional leader); Brought in dead (Police to complete Part C or attach Police Report); un-natural cause (attach coroner's report)															
Immediate Cause				ICD CODE											
Antecedent Cause				ICD CODE											
Underlying Cause				ICD CODE											
C. POLICE REPORT: BROUGHT-IN-DEAD CERTIFICATE															
This is to certify that:MR/MRS/MS															
Place of Residence															
Confirms having brought in the body of his/her (relationship)															
Surname:															
Other Names:															
Age:		He/She passed away on		<table border="1"> <tr> <td>D</td><td>D</td><td>/</td><td>M</td><td>M</td><td>/</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>		D	D	/	M	M	/	Y	Y	Y	Y
D	D	/	M	M	/	Y	Y	Y	Y						
At (Place):				Time:											
Suddenly / Suffering from:															
Treatment was at:		<input type="checkbox"/>		<input type="checkbox"/>											
1. And this is natural death															
2. And this is sudden death post mortem examination to be conducted (Tick applicable situation)															
No. and Rank				Formation:											
Name:.....															
Signed:.....				Date:.....											
Authorised Medical Practitioner's Remarks:															
Pupils dilated and fixed:															
Certified by (Name):.....															
Signature:.....				Date:.....											

D. DETAILS OF INFORMANT.	Surname	
	Other Names	
	Relationship to the Deceased	
	Contact No.:	
	National Identity No.:	
	Nationality:	
	Residential Address:	
	Postal Address:	
	Date of Registration:	
E. APPENDICES (Attachments)	Original Medical Certificate of the Cause of Death	
	Original NRC for the Deceased	
	Copy of Informant's National Identity Document	
	Coroner's Report in case of unnatural death requiring investigation	

INFORMANT'S DECLARATION

I hereby declare that the information provided above is true, correct and complete to the best of my knowledge. I understand that any incorrect, misleading or untrue information or the withholding of any relevant information is an offence.

.....
Name Signature Date

FOR OFFICIAL USE ONLY

.....
Name of Assistant Registrar Signature

.....
Name of Registrar Signature

OFFICIAL
STAMP

NOTE 1 – The informant should be a relative present at the death or in attendance during the last illness of the deceased, and in default thereof the person from the following:

- (a) A relative living in the district where the deceased died;
- (b) A person present at the death; and
- (c) The undertaker.

NOTE 2 – The Medical Certificate showing the cause of Death must be attached to this form.

NOTE 3 – If the deceased was a member of the National Pension Authority, please quote his/her Social Security Number as this will assist the Fund in the payment of benefits.

INSTRUCTIONS FOR COMPLETING NOTICE OF DEATH

- 1. Fill in all applicable spaces using BLOCK LETTERS only without ERASURES or use of CORRECTING FLUID.
- 2. Use black or blue ink only.
- 3. Ensure that the information provided on the Form is correct to the best of your knowledge.
- 4. Once the forms have been submitted, the information provided will be considered correct details of the applicant.

10. Form A: Application for a Zambian Passport for Persons Over Sixteen Years of Age

File No:.....



REPUBLIC OF ZAMBIA

Stocked by CPO



(Surname)	(Other Names)
Please write your name here	

FORM 'A' APPLICATION FOR A ZAMBIAN PASSPORT FOR PERSONS OVER SIXTEEN YEARS OF AGE

THE FEE FOR THE APPLICATION FORM IS K20.00
FEES K300 FOR A 32 PAGE AND K500.00 FOR A 48 PAGE PASSPORT
IN CASH. EXPRESS SERVICE CHARGE K200.00 (ONLY APPLICABLE AT HEAD-
QUARTERS). IT IS REGRETTED THAT CHEQUES ARE NOT ACCEPTABLE.

IMPORTANT. Read instructions carefully before completing the form

HOW TO COMPLETE THE FORM

1. Applicants for Zambian Passports should come in person at Passport Offices.
- Section 1,3,5,6 and 7 of this form must be completed in English by all applications for new passports and renewals, section 2 and 4 must also be completed by those to whom these sections apply

Section 2 must be completed by married female applicants only. The copy of the marriage certificate must also be attached (produced)

The form should be clearly written in the applicants own handwriting using block capital for all names.

Application for a passport for a child under sixteen (16 years) should be made on form 'B'. Not this form.

2. **Authentication of application** The application must be authenticated and sponsored in Section 7 by a Minister of Religion Medical or Legal Practitioner Established Senior Civil Servant, Senior Bank official, or any Zambian subject of similar standing who has been personally acquainted with the applicant for at least two years. A member of the applicant's family is not acceptable as a recommender. (See also Note 3).

3. **Photographs** Two copies of a recent photograph of the applicant must be included with the application. These must be taken full face without a hat and must not be mounted. The size must not be more than 64mm by 51mm or less than 51mm by 38mm. They must be printed on normal photographic paper with a white background and not be glazed on the reverse side. The recommender is also required to endorse the reverse side of one copy with the words: 'I certify that this is a true likeness of the applicant Mr. (Mrs or Miss).....add his signature and official stamp

All photographs included with an application become the property of the Government of the Republic of Zambia when it is lodged.

NOTES

4. Documents to be produced

- (a) If applicant was born in Zambia:- National Registration Cards, Applicant's birth Certificate previous passport if any, Parent's current or previous Passport.
- (b) If the applicant was born outside Zambia of a Zambian parent:-
- (i) National Registration Card, applicant's birth certificate and his/her parents' marriage Certificate;
 - (ii) his/her parents birth certificate, naturalisation or registration document, or other evidence of Zambian nationality.
 - (iii) If applicant's birth was registered at a Zambian Mission abroad details of that registration must be given in Section 4
- (c) If applicant is a citizen of Zambia by Bestawal or by registration- Applicant's Bestawal or registration document.
- (d) A foreign woman who has married a citizen of Zambia must produce evidence of her own registration as a citizen of Zambia.

- (e) Married persons must produce their marriage certificates.
- (f) Children under 18 years of age may not be granted passports without the written consent of the legal guardian, or parent, except where the person under 18 is married.
- Letters of consent should state the relationship to the child.

(NB- Any other person, claiming legal custody during lifetime of the parent must produce the Court Order committing the child to her or that person's custody).

- (g) A change of name other than by marriage or adoption must be substantiated by the production of evidence showing that a bona fide change has been made for all purposes.
- (h) All applicants must attach duly completed sworn birth affidavit using from N and certified copies of National Registration Card, copies of birth certificate also copies of the previous passports.

APPLICATION FORM 'A' To be completed in ink in the applicant's own handwriting.

NOTE - Do not sign form until you have read the notes on page 1


PERSONAL DETAILS		PERSONAL DESCRIPTION	
1.	Surname <small>(IN BLOCK CAPITALS) (Dr/Mr/Mrs/Miss)</small>	Profession or Occupation	
	Other Names <small>(IN FULL BLOCK CAPITALS)</small>		
	Age last* birthday	Date of Birth (Country)	Residence (Country)
	Place and Country of birth	Height	m cm
	Marital Status: Single, Married, Widowed, (Divorced) <small>(CROSS OUT WORDS WHICH DO NOT APPLY)</small>	Colour of eyes	
	Maiden Surname: (if applicant is a woman who is or has been married)	Colour of hair	
	Has name been changed? (otherwise than by marriage)	Yes If so, state original name No (see NOTE 4 (g))	Special Peculiarities
	Present address <small>(IN BLOCK CAPITALS)</small>		
	Usual place of residence <small>(IN BLOCK CAPITALS)</small>		
	Place and Country of birth of Parent		
National status of parent; Citizen of the Republic of Zambia by birth/registration. <small>(DELETE WORDS WHICH DO NOT APPLY);(See NOTE 4b)</small>			
* If applicant is under 18 years of age, written consent of legal guardian must be produced (see note 4 (f)).			
2. MARRIED WOMEN (Including widows and divorced women) applying must complete this section.			
Place of Marriage	Date of Marriage	Husband's (or late or former husband's) nationality	
State whether married more than once.....If answer is 'Yes' details of former marriage(s) must be given on section 9			
Particulars of husband (or late or former husband)			
Surname and full other names	Place and country of birth	If husband was born outside Zambia give place and date of his father's birth	
If husband is not a Zambian citizen by birth details of his descent must be given on section 9			
3. NATIONAL STATUS:			
(i) Citizen of Zambia by *birth.			
(ii) Citizen of Zambia by *descent.			
(iii) Citizen of Zambia by *registration or naturalisation.			
(iv) Bestawal			
NRC /Certificate No.....			
Date of Issue.....			
Place of Issue.....			
*Delete whichever is not applicable			
4. TO BE COMPLETED BY ALL PERSONS BORN OUTSIDE ZAMBIA:			
(a) If parent is a citizen of Zambia by registration, state:			
(i) No. of his registration certificate.....			
(ii) Place and date of issue.....			
(a) If applicant's birth was registered at a Zambia Consulate abroad, or other Commonwealth Consulate abroad acting on behalf of Zambia state:			
(i) Name and Place of such Consulate.....			
(ii) Date of such registration.....			

5.	<p>PASSPORT REQUIRED FOR TRAVEL TO THE FOLLOWING COUNTRIES</p> <p>.....</p> <p>Purpose of travel.....</p> <p>Proposed date of travel.....</p> <p>If sponsored by a Government state name of Department.....</p>				
6.	<p>DECLARATION I, the undersigned, hereby apply for the issue of a passport. I declare that the information given in this application is correct to the best of my knowledge and belief, and that I have not lost the status of Zambia subject.</p> <p>I further declare,</p> <p>A that I have not previously held or applied for a passport of any description,</p> <p>B that my name is not endorsed on any valid passport or travel document,</p> <p>C that all previous passports granted to me have been surrendered, other than passport or travel document No.....which is now attached and that I have made no other application for a passport since the attached passport or travel document was issued to name.</p> <p><i>Signature</i>.....<i>Date</i>.....</p> <p>NOTE - If you had a passport which has been lost, cross out A and C and complete Section 8</p>				
7.	<p>RECOMMENDER (See NOTES 2 and 3 on page 1)</p> <p>I certify that the applicant has been known personally to me for.....Years, and that to the best of my knowledge and belief the facts stated on this form are correct. I am a Zambian subject.</p> <p>Signature..... Date:.....</p> <p>Name..... N.R.C No.....</p> <p>Place of Issue..... Date of Issue.....</p> <p>Profession see NOTE 2 on page 1).....</p> <p>Address.....</p> <p>IMPORTANT - Applicants and recommenders (see Section nd 7) are warned that, should any statement made in connection with this application prove to be untrue, the consequences to them may be serious.</p>				
<p>FOR OFFICIAL USE ONLY</p> <p>DOCUMENTS PRODUCED TO BE NOTED HERE</p>					
Applicant's NRC, Birth Certificate or affidavit	Parent's Certificate of Registration and passport	Husband's Birth Certificate or affidavit	Applicant's deed pole or Statutory declaration	Marriage Certificate	Other Documents

(PLEASE SEE OVERLEAF)

8.	<p>PARTICULARS OF PREVIOUS PASSPORT WHICH HAS BEEN LOST OR IS NOT AVAILABLE FOR PRESENT USE (See Section 6, overleaf).</p> <p>Passport No.....issued at.....on</p> <p>Bearer's name at time of issue.....</p> <p>Circumstances in which passport was lost or destroyed, or other reasons for its non availability</p> <p>Place and date of loss.....</p> <p>What measures were taken at the time of reporting the loss?</p> <p>Has loss been reported to the Police?.....</p> <p>If so, state where and when.....</p> <p>I certify that the above particulars are correct and undertake in the event of the passport coming again into my possession to return it to the Passport Office, Lusaka, to a Zambian Embassy or to a Zambian High Commissioner's Office for cancellation.</p> <p>Signed:..... Date:.....</p>
9.	<p style="text-align: center;">SUPPLEMENTARY INFORMATION</p> <p>.....</p> <p>.....</p> <p>.....</p>
10.	<p style="text-align: center;">PARENT OF LEGAL GUARDIAN'S CONSENT</p> <p>I, (FULL NAME).....residing at....., the legal guardian of (Full Name(s))....., hereby give my consent for him/her/them to hold a passport</p> <p>Signature:..... Date:.....</p> <p>Relationship to child (Applicant).....(see NOTE 4 (f))</p> <p style="text-align: center;">(Also enclose letter of consent)</p>
<p style="text-align: center;">FOR OFFICIAL USE ONLY</p> <div style="border: 1px solid black; width: 100px; height: 100px; margin-left: auto; margin-right: auto; text-align: center; vertical-align: middle;"> <p>Amount of fee paid</p> </div>	

11. Form B: Application for a Zambian Passport for Persons Below the Age of Sixteen

Stocked by CPO		 REPUBLIC OF ZAMBIA FOR PASSPORT USE ONLY	Photo
NAME:.....			
CONNECTION FILES.....		DATE STAMP	
PASSPORT NO.....			
ECI NO:.....			

PASSPORT FORM B

PASSPORT APPLICATION FORM 'B'

FOR PERSONS BELOW THE AGE OF SIXTEEN

INSTRUCTIONS

IMPORTANT: Please read instructions carefully before completing the form

The fee for the Application form is K20

The charges for passports are K500.00 for a 48 page passport K300.00 for a 32 page passport which must be paid in cash at the time of application. Express service charge K200.00 (Only application at the headquarters) cheques and stamps can not be accepted in payment

HOW TO COMPLETE THE FORM

This form must be completed by the parent or other legal guardian of the child in his/her own handwriting. When the marriage of the parents have been dissolved, or in any case when someone other than the parent signs the application, evidence of the legal guardianship should be produced with application. Complete Sections 1,2,3,4,5 and if applicable, Section 7.

Note:- The any other person claiming legal custody during the lifetime of the parent must produce the court order committing the child to that person's custody.

HOW TO COMPLETE SECTION 5

- Insert name, Place and Date
- Name (s) and Surname of parent or Guardian of child, occupation and present address.
- Name and Surname of child, age and present address (Names in CAPITAL LETTERS)
- The child must sign his or her name in the space below marked ** and at***
- State relationship to the child
- State exact national status e.g citizen of Zambia by birth, nationalisation, etc. In case of a citizen of Zambia by naturalisation or registration, the certificate of Naturalisation or Registration must be furnished.

Note: All previous passports must be accounted for.

Signing the Form:- The application form must be signed in Section 5 by the applicants Parents, a legal guardian in the presence of the witness, who shall be a Magistrate, Member of Parliament, Justice of the Peace, Minister of Religion, member of the legal profession, Bank Officer, Senior Public Official, who should complete section 6 and certify on the reverse side of one of the photographs that it is a true likeness of the child.

DOCUMENTS TO BE PRODUCED

Applicants should produce to the Passport Officer the Child's Birth Certificate, Certificate of Naturalisation or Registration where applicable, duly completed sworn affidavit/affirmation form M, certified copy of parents national Registration Card also copies of parents or child's previous passport. Persons claiming Citizenship of Zambia by descent, will be required to produce documentary evidence in support to their Statement at Section 2.

PHOTOGRAPHS

Two copies of a recent photograph of the child must be included with this application. These photographs must be taken full face without hat, of head and shoulders, and the photographs must not be mounted. The size of the photographs must not be more than **6cm by 5cm nor less than 5cm by 4cm**. The photographs must be printed on normal thin photographic paper and must not be glazed on the reverse side. The witness is also required to endorse the reverse side of one copy of the photograph with the words ' I certify that this is the true likeness of the applicant Mr and Miss.....' and add his signature.

APPLICATIONS

Applications should be submitted to Passport Office and at any nearest Zambian Mission Abroad.

[1] Surname (in block capitals)			
Names (in full in block capitals)			
Has names been changed?		If so, state original name	
Place and date of Birth	(Place)	(Date) Birthday	Age last
Residential Address (in block capitals)			

[2] NATIONAL STATUS

(i) *Citizen of Zambia by Birth
(ii) *Citizen of Zambia by Descent
(iii) *Citizen of Zambia by *Registration or Naturalisation (Here give details of Certificates)

Certificate No.:Place of Issue.....Date of Issue.....

*Delete whichever is not applicable

[3] STATUS OF PARENT

State whether his/her parent was a Zambian Subject at the date of his/her birth Yes / No
His/her parent (full name).....

Holder of National registration Card/Birth Certificate.....

(a) was born on..... in Zambia at.....

or (b) was born on..... at (Country).....(place).....

Birth registered atZambia mission

or (c) was granted a Certificate of Naturalisation or Registration No.:
Issued at.....on.....

or (d) was at the time of his/her birth in the service of the Government of the Republic of Zambia Held the
appointment of
on.....the appointment of.....
at.....

[4] DESCRIPTION OF THE CHILD

Height.....meters.....cm

Color of Eyes.....Colour of Hair.....

Visible distinguishing marks or special peculiarities.....

[5] DECLARATION TO BE MADE BY PARENT OR GUARDIAN

(a)20.....
 I, the undersigned, (b).....
 residing athereby declare that
 *(c).....(d) aged.....years, residing at.....
of whom I am the (e).....is
 a (f).....having been born
 at.....on the.....day of.....
 and not having lost citizenship thus acquired, I hereby request that a passport be issued to him/her for purpose of
 travelling to.....
 * (g) I declare that he/she has/not previously held or applied for a separate passport, neither is his/her name endorsed
 on any other passport or travelling document.
 (h) I attach for cancellation the last passport issued to him/her at.....
 on.....
 Signed.....

[6] WITNESS. (See Instructions. page 1)

I certify that the applicant has been known personally to me foryears and
 that to the best of my knowledge and belief the facts stated on this form are correct and that the above declaration
 (Section) has been signed by him/her in my presence . I am a Citizen of the Republic of Zambia.
 Full names of Witness:.....
 N.R.C. No...../...../.....place of issue.....Date of issue.....
 Signature.....Date.....
 Profession (See Instruction, page 1).....
 Address.....



FOR OFFICIAL USE

DOCUMENTS PRODUCED TO BE NOTED HERE

Applicants Birth Certificate	Parent's Birth Certificate	Parents Certificate of Registration	Marriage Certificate	Other Documents

[7] (See Note, Section 6, overleaf) **PARTICULARS OF PREVIOUS PASSPORT WHICH HAS BEEN LOST OR IS NOT AVAILABLE FOR PRESENT USE.**

Passport Number: Issued at on
Bearers' Names
Circumstances in which passport was lost or destroyed, or other reason for its non-availability
.....
.....
.....
Has the loss been reported to the Police?.....

I certify that the above particulars are correct and undertake in the event of the passport coming again into my possession to return it to the Passport Office, Lusaka, or to Zambian Mission for cancellation.

Signed (Parent or Guardian)

Date.....

SUPPLEMENTARY INFORMATION

.....
.....
.....
.....
.....
.....
.....
.....
.....
.....

IMPORTANT. Applicants and witness (see Section 6) are warned that should any statement contained in their respective declarations prove to be untrue, the consequences to them may be serious.

FOR PASSPORT OFFICE USE ONLY

**Amount
of fee paid**

12. Form L: Lost Passport Description Slip

FORM L
400m A450 3/88 TIR.



LOST PASSPORT DESCRIPTION SLIP

Passport Number.....
Date of Issue.....
Office of Issue.....
Full name of holder at time of Issue.....
.....
Place of birth.....
Date of birth.....
Personal description of holder at time of issue:
Profession or occupation.....
Country of residence.....
Height.....
Colour of eyes.....
Colour of hair.....
Special peculiarities.....
Specimen signature (as in passport).....

LOST PASSPORT DESCRIPTION SLIP

Passport Number.....
Date of Issue.....
Office of Issue.....
Full name of holder at time of Issue.....
.....
Place of birth.....
Date of birth.....
Personal description of holder at time of issue:
Profession or occupation.....
Country of residence.....
Height.....
Colour of eyes.....
Colour of hair.....
Special peculiarities.....
Specimen signature (as in passport).....

REPORT OF LOST PASSPORT

A new passport in replacement of a lost one can only be issued after a through investigation has been made, including reference to the issuing authority. If lost or destroyed the fact and circumstances should immediately be reported to the Passport Office, Lusaka, or the nearest Zambia Consulate, Zambia High Commission, and also to the local Police. In Zambia, reports should be sent to the Passport Office, P. O. Box 30104, Lusaka, and the local Police informed.

The separate description slip must be completed in full, for reference to the Issuing Authority.

Passport Number.....
Date of Issue.....
Office of Issue.....
Full name of holder at time of Issue.....
.....
Place and date of birth.....
Place and date of loss.....
Cause of loss.....
.....
Date reported to Police.....
Any other action taken.....
.....
Date.....
Signed.....
Address.....
.....
.....

Supplementary Information

For use in Passport Office

Number of new passport.....
Date of issue.....



REPUBLIC OF ZAMBIA

**MINISTRY OF HOME AFFAIRS
DEPARTMENT OF NATIONAL REGISTRATION,
PASSPORT AND CITIZENSHIP**

**PART I
AFFIDAVIT / AFFIRMATION**

(To be completed by applicant's parent or guardians)

I, (Deponent's full name).....
of (address).....
Aged....., and holder of National Registration Card No.:.....
hereby make Oath/Affirmation and say that I personally know (applicant's full name)
Mr/Mrs/Miss/Dr/Prof.....
He/She is my (Relationship).....
He/She was born on.....at Village/Township.....
Chief/Town.....District.....
Country.....

	SCHOOLS ATTENDED	DATES	
		From	To
Primary:			
Secondary:			
Post Secondary:			

I further declare that to the best of my knowledge and belief, his/her father being named:
.....
holder of N.R.C No.:.....Date of Issue.....
Place of Issue..... Village/Town.....
Tribe..... Chief.....
District..... Country.....
His/her mother being named: (full name).....
holder of N.R.C No.:.....Date of Issue.....
Place of Issue..... Village/Town.....
Tribe..... Chief.....
District..... Country.....

**Delete whichever is not applicable*

Signed:.....

Sworn/Affirmed before me at.....
this..... day of.....20.....

.....
Magistrate/Commissioner for Oaths

PART III

CONFIRMATION OF PLACE OF BIRTH

(To be completed by the Council Secretary/Town Clerk of the District in the applicant/father/mother was born)

From my local knowledge of the District and investigations carried out, I confirm that (full name of applicant)

.....and his/her/father/mother,

Mr/Mrs/Miss/Dr/Prof. *(full names)*.....

were born at the places stated above.

Signed:.....

DATE STAMP:.....

Dist. Council Sec/Town Clerk:.....

14. Form N: Affidavit of Birth

(To be completed in applicant's own handwriting in block capitals)

Form N
Stickered by Passport Office



REPUBLIC OF ZAMBIA

MINISTRY OF HOME AFFAIRS
DEPARTMENT OF NATIONAL REGISTRATION,
PASSPORT AND CITIZENSHIP

AFFIDAVIT OF BIRTH

I, (full names).....make oath and say that:

1. My name is (full names).....
2. I am a (give national status).....
3. I am employed as a (give occupation).....
4. At (Postal address).....
5. I reside at (residential address).....
6. (a) I was born on..... in/at Village/Town.....
My N.R.C No. being:..... issued at.....Date.....
(b) My Village being:..... Tribe.....
Chief..... District.....
Country:.....

SCHOOLS ATTENDED		DATES	
SCHOOL		From	To
Primary:			
Secondary:			
Post Secondary:			

- (c) My father being named.....
Holder of N.R.C No.:..... Village/Town.....
Tribe..... Chief.....
District..... Country.....
- (d) My Mother being named.....
Holder of N.R.C No.:..... Village/Town.....
Tribe..... Chief.....
District..... Country.....
7. I am in/not in possession of a Birth Certificate as facilities existed for the registration of births at the time of my birth.(Delete which is not applicable)
8. My knowledge of the details of my birth is based on.....
9. To the best of my knowledge and belief the above details of my birth are true.
(*Delete as required)

Signed.....
Sworn by the said.....before me
this.....day of.....
twenty hundred and.....

.....
Commissioner for Oaths

15. Affidavit of Non-Impediment to Marriage

AFFIDAVIT OF NON-IMPEDIMENT TO MARRIAGE

I,

Make Oath and say as follows:

1. That my name is
2. That I am by Trade, Profession or Occupation
3. That I reside at
.....
4. That my Nationality is
5. That I know
.....
6. That she/he is my
7. That she/he was born on day of
8. That to the best of my knowledge and belief she/he has not under gone any marriage here in Zambia or else where outside Zambia and I solemnly swear that the above information is true and correct.

Sworn/Affirmed by the said:

.....
Signature

At on the day of2017

Sworn before me:

.....
COMMISSIONER OF OATH

16. General Affidavit

GENERAL AFFIDAVIT FORM

I (FULL NAMES).....

RESIDENTIAL ADDRESS OF.....

.....

.....

(REASON OF SWEARING).....

.....

.....

.....

(MAKE OATH/AFFIRMATION AND SAY THAT).....

.....

.....

.....

.....

.....

.....

DATE:..... SIGNATURE:.....

SWORN BEFORE ME AT.....THIS.....

DAY OF.....TWO THOUSAND AND

COMMISSIONER OF OATHS

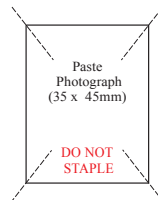
17. Application for a Zambian Passport – Barcoded Form



REPUBLIC OF ZAMBIA APPLICATION FOR A ZAMBIAN PASSPORT

Type of Passport	Reason for Passport	Services
<input checked="" type="checkbox"/> Ordinary 32 pages	<input checked="" type="checkbox"/> New passport	<input checked="" type="checkbox"/> Express
<input checked="" type="checkbox"/> Ordinary 48 pages	<input checked="" type="checkbox"/> Renewal	<input checked="" type="checkbox"/> Live photograph
<input checked="" type="checkbox"/> Diplomatic	<input checked="" type="checkbox"/> Lost passport	

Official Use	File number	Receiving Office
<input type="checkbox"/> General Receipt	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Form A	<input type="checkbox"/> Birth Certificate / Affidavit	
<input type="checkbox"/> Form B	<input type="checkbox"/> Loss Report	
	<input type="checkbox"/> Copy of NRC	<input type="checkbox"/> Other



Personal Information Use CAPITAL LETTERS please

Surname (36 characters max.)

Given name(s)

Date of birth Sex (M / F)

Place of birth Town / Village Country

NRC number Cell phone

Hair color Eye color Height Profession

Previous passport number (in case of renewal)

I confirm, that I have declared the above details correctly.

Date Signature

Official Use	Reception	Photo Capturing	Data Capturing	Verification	Printing	Quality Control	Issuance

MINISTRY OF HOME AFFAIRS Passport Office

Present this tag when collecting the passport.

Surname

Given name(s)

Date of birth











International Organization for Migration (IOM)
P.O. Box 32036 Lusaka, Zambia
Tel.: +260 211 25 40 55 • Fax: +260 211 25 38 56
Email: iomlusaka@iom.int • Website: www.iom.int