

Bangladesh – First time passport application for a child under 16.

Completion of a passport application form and/or production of documents does not mean that your child is entitled to a British passport. We need to be satisfied of your child's claim to British nationality and their identity. In order to do this we will need to examine your documents. If we need further information or clarification on your application we may ask for further documents from you or your child. If documents are not in English you must provide a translation. You need to provide all original documents and all the translations along with a photocopy of each document.

You and your child will be invited for a personal interview to be held after we have examined the application and documents. Examination of documents and interviewing can take up to 12 weeks.

You should make no travel plans in advance of our decision on whether to grant a passport. The British High Commission cannot be held responsible for any costs you may incur if you do this.

Essential Documents:

The following documents are essential to establish both your identity and your claim to British nationality. **Without them we cannot accept your application.** If you do not have any of these documents you will need to provide us with a written explanation of why.

We will carry out checks on the documents submitted and if documents are found to be fraudulent we will immediately refuse the application. Any fees are non-refundable. We may pass the fraudulent documents to the Bangladeshi or UK authorities for prosecution.

APPLICATION FORM, PHOTOGRAPHS AND FEES

- Completed C2 Passport Application form
<http://centralcontent.fco.gov.uk/resources/en/pdf/central-content-pdfs/form-c2>
- 2 recent (not older than 1 month) passport size (45 mm X 35 mm) photographs with white background. (One certified by the person who countersigns the application form).
- Fee in cash or bank draft at the Consular Section Counter in Dhaka or by post to the British High Commission Dhaka; you can provide a bank draft or international money order, in taka/BDT only, made payable to "British High Commission".

APPLICANTS' BIRTH CERTIFICATE

- If born in the UK* – Applicants' UK Birth Certificate
- If born in Bangladesh* – Applicant's local government and hospital birth certificate.

PARENTS' REGISTRATION OR BIRTH CERTIFICATE

- Applicant's parents' UK Nationality/Registration certificate **or** UK long Birth Certificate(s).

MARRIAGE CERTIFICATE

- Applicants' Parents' Marriage Certificate (if parents are/ were married)

IDENTITY DOCUMENTS

- Completed Family Tree http://ukinbangladesh.fco.gov.uk/resources/en/word/doc1/PostBD_family-tree.
- If child is at school* – Completed School Proforma signed by the Principal (http://ukinbangladesh.fco.gov.uk/resources/en/word/doc1/PostBD_school-proforma), or UK school reports.
- Both parents' original passports, particularly those held around the time of the child's birth. (If a parent is not in Bangladesh please produce copies of all pages of their passport, including blank pages, attested by a Solicitor in the country which they reside).
- If applicable* – Applicant's parents' divorce documents from all previous marriages
- If applicable* – Applicants' parents' death certificate(s) – issued by the local government at the time of death.

CHANGE OF NAME

- If applicable* - If the applicant / parents have changed name other than marriage then any sworn affidavit, deed poll, newspaper advert of change of name must be provided. For all name changes you must provide official documents (e.g. bank cards, driving license, voters card), which confirm that your name is changed for all purposes. For name change because of marriage, parents must provide the marriage certificate / divorce certificate.

Desirable Documents:

It may strengthen the application if you can provide the following documents with your child's initial application. Following assessment of your case we may well ask you to bring them with you when you come for interview.

- Mother's pre and ante-natal records, scans, hospital discharge certificate / vaccination certificate / Health card of the child.
- Your family photographs with the child.
- If child is at school* – school certificates and progress reports