

# **INSTRUCTIONS FOR NEW AND REPLACEMENT PASSPORT APPLICATIONS**

## **NEW PASSPORT:**

- Complete all necessary forms and documents
- Must satisfy all national obligations, including 2% payment from 1992- present
- Copy of an Eritrean ID card
- For those to be added on to a parent's passport (Only 3 children can be added) must include copy of birth certificates
- 1 passport size picture (see specifications in the next page)
- Mother's Eritrean ID

## **PASSPORT REPLACEMENT:**

- Must show old passport to consular representative in your community.
- Old passport must remain with the representative until receipt of new machine readable passport.
- Up on receipt of new machine readable passport, the old passport will show the following:
  - "CANCELLED"
  - Punched with holes, or
  - Cut at top right hand corner

## **PHOTO SPECIFICATIONS:**

- Picture size must be 35x45
- Picture must be taken within one month
- Must show both ears
- Eyes open, mouth closed and must face the camera
- Eye glasses should be worn if prescribed by a doctor
- Background should be plain white

- Headpieces if worn daily for religious purposes may be worn but should not obscure or cast shadows on the eyes or any other part of the face
- Should be clear with no spots, smear or dirt
- Face should look natural with normal lighting

**FEES:**

**Money order should be made payable to the Embassy of Eritrea**

#	Type of Service	For Adults	For Underage	Additional information
1.	New Passport	\$200.00	\$150.00	
2.	Damaged /lost Passport	\$250.00	\$200.00	
3.	Additional pages	\$200.00	\$150.00	
4.	Passport Renewal	\$50.00	\$35.00	Until age 18
5.	Adding Children on Passport	\$30.00	-	\$30 per child
6.	Updating/changing information	\$25.00	\$25.00	
7.	Expedited service	\$25.00	\$25.00	Less than 30 days
8.	Laissez Passer	\$50.00	\$50.00	

**POSTAGE:** (PLEASE INCLUDE SELF ADDRESSED ENVELOPE WITH ONE OF THE FOLLOWING STAMPS):

- PRIORITY MAIL
- EXPRESS MAIL OR
- FEDEX ACCOUNT NUMBER

To avoid any delay in processing, forms MUST be completed according to the instructions.

**MAIL TO:**

**EMBASSY OF ERITREA  
 CONSULAR SECTION  
 1708 NEW HAMPSHIRE AVE. NW  
 WASHINGTON, DC 20009**