

FIRST TIME PASSPORT ISSUE REQUIREMENTS APPLICANTS BORN BEFORE 1ST JANUARY 1983
Original documents accepted only
Please initial the bottom of each page of the Application Form

BORN IN THE UK



- > Full long form Birth Certificate
- > Passport, applicant used to enter country of residence. (If unavailable a letter of explanation is required)

REGISTERED/NATURALISED AT A CONSULATE OR HOME OFFICE



- > Registration/Naturalisation Document
- > Passport used to enter country of residence. (If unavailable a letter of explanation is required)

BORN OUTSIDE THE UK



- > Full long form Birth Certificate (USA issued within 3 months from the time of birth (if not available please supply hospital records))
- > Fathers Full Birth Certificate or Home Office Registration/ Naturalisation Document
- > Parents full Marriage Certificate giving status of both parties at time of marriage, as recorded by the County/State/Provincial Registrar (if either party was previously divorced, Divorce Decree must be provided)
- > Completed Marriage Declaration form.
- > Passport, applicant used to enter country of residence (if applicable)

ALL APPLICANTS

- > Current photographic Identification in the form of: copy of Foreign Passport or Residence Card and driving licence.
- > In lieu of above, 2 letters of identification written by a professional person with endorsed photograph attached and any other documentary evidence of your identity.

This is a guideline only, you may be required to produce further documentation.

To obtain certified UK Birth/Marriage Certificates, please visit www.gro.gov.uk/gro/content/certificates

To obtain copies of Home Office Registration/Naturalisation Certificates issued before October 1986, please visit

www.nationalarchives.gov.uk/contact/default.htm?source=ddmenu_about7

To obtain copies of Home Office Registration/Naturalisation Certificates issued after October 1986 please email you enquiry to: nationalityenquiries@ukba.gsi.gov.uk

To obtain certified US Birth/Marriage Certificates, please visit www.cdc.gov/nchs/w2w.htm

To obtain certified Canadian Birth/Marriage Certificates, please visit [Frequently asked questions in US and Canada](#)