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0 ratings0% found this document useful (0 votes)114 viewsTo schedule an appointment online to apply for a passport in Trinidad and Tobago, follow these steps: create a profile by registering with a valid email address and password on the website wAI-enhanced title and descriptionSaveSave Steps-to-follow-to-schedule-an-appointment-online.... For Later9%0% found this document useful, undefined Passport and Citizenship Applications Applicationfor passports and citizenship can be made to Trinidad and Tobago Embassies,High Commissions and Consulates (Overseas Missions). These are then forwarded tothe Immigration Division in the Ministry of National Security, Trinidad andTobago, for processing. Ifyou wish to apply for a new passport, renew an old passport or apply forcitizenship, please contact the Trinidad and Tobago Mission nearest to you. Lost, stolen or damaged passportsIn cases of emergency, if a national of Trinidad and Tobago has a passport lost or stolen, they can apply tothe Trinidad and Tobago Missionnearest to them for assistance. Notarial Services Thisinvolves witnessing your signature on documents to be used in accordance with Trinidadand Tobago Laws. Documents that can be Notarized atour MissionsSale, transfer and purchaseagreements for real propertyDocuments pertaining to land titlesContractsWillsStatutory declarations and otherdocuments for use in Trinidad and Tobago under Trinidad and Tobago lawsLife Certificates for pensioners Any person who is a citizen of Trinidad and Tobago by Birth, Descent, Adoption, Registration or Naturalisation can apply for a TT passport. Babies are required to have their own passports. Passports issued to persons sixteen (16) years and over are valid for ten (10) years.Passports issued to persons under sixteen (16) years are valid for five (5) years. To make an appointment to apply for your passport, please visit appointments.gov.ttThere is no fee to make a passport appointment.Forms can be downloaded and printed from the Immigration Divisions webpage or collected at passport offices.Print the forms on white legal size copy paper fit to page (8 x 14).Print on both sides of the paper.Forms not printed as outlined above will not be accepted. Passport FeesOrdinary 32 Page Passport250 TTDBusiness 48 Page Passport350 TTDLost/ Stolen/ Mutilated Passport250 / 1000 TTD (priced at interview)Expedite Fee300 TTD (additional charge)Children under two (2) yearsno fee (first issue only)Persons sixty (60) years and overno feePayment optionsPort of SpainCash & Linx on siteSan FernandoCash & Linx on siteTobagoCash & Linx on siteSangre GrandeLinx on-site / Cash at the District Revenue OfficeChaguanaLinx on-site / Cash at the District Revenue OfficePoint Fortin OfficesLinx on-site / Cash at the District Revenue Office Linx Payments are available for Debit cards only. Credit Card payments are not accepted at this time.All payments must be made at the time the application is accepted.Fees are non-refundable. The average processing time for the issue of a passport is 4 weeks.Passports can be renewed at any time (before or after the expiry date). You are required to apply for the first issue of a machine readable passport if:You have never had a passport.You acquired citizenship of Trinidad and Tobago and have not yet applied for a passport, orYou have a hand-written passport.Each applicant must complete and submit the relevant Passport Application form(s), Third Party Authorisation form and TTPOST TrackPak.Documents that are not in English must be accompanied by an official translation endorsed by a registered Public Translator.Please provide originals and copies of all required documents.For applicants under 16 years, the parent(s) named on the Birth Certificate or the legal guardian(s) named in a Court Order must attend the appointment, with national identification (Passport or ID card). If you have further questions please email immigration.passports@gov.tt IF YOU ARE A CITIZEN OF TRINIDAD AND TOBAGO BY BIRTHComputer generated TT Birth Certificate with Personal Identification Number (PIN)/Valid National Identification CardDeed Poll(s) if applicableMarried Women must submitMarriage Certificate(s)Divorce Decree(s) if applicableSpouses Death Certificate if applicableIf you hold citizenship of any country, other than your country of birth, you must produce:Documentary evidence from that country showing the date on which you acquired citizenshipPassport of that country IF YOU ARE A CITIZEN OF TRINIDAD AND TOBAGO BY DESCENTBirth Certificate (TT parent(s) must be named on Birth Certificate)Valid national identification card or PassportDeed Poll(s) if applicableMarried women must submit:Marriage Certificate(s)Divorce Decree(s) if applicableSpouses Death Certificate if applicableProof of parent(s)Trinidad and Tobago citizenship Birth Certificate and Trinidad and Tobago passportParents Marriage Certificate (if applicable)If you hold citizenship of a country other than your country of birth, you must produce documentary evidence pertaining to that citizenship. IF YOU ARE A CITIZEN OF TRINIDAD AND TOBAGO BY ADOPTIONCertificate of AdoptionValid National Identification Card or PassportDeed Poll(s) if applicableMarried Women must submit:Marriage Certificate(s)Divorce Decree(s) if applicableSpouses Death Certificate if applicableIf you hold citizenship of any other country, you must produce documentary evidence pertaining to that citizenship. IF YOU ARE A CITIZEN OF TRINIDAD AND TOBAGO BY REGISTRATIONCertificate of RegistrationBirth CertificateValid National Identification Card or PassportDeed Poll(s) if applicableMarried Women must submit:Marriage Certificate(s)Divorce Decree(s) if applicableSpouses Death Certificate if applicableIf you hold citizenship of a country other than your country of birth, you must produce documentary evidence pertaining to that citizenship.IF YOU ARE A CITIZEN OF TRINIDAD AND TOBAGO BY NATURALISATIONCertificate of NaturalisationBirth CertificateValid National Identification Card or PassportDeed Poll(s) if applicableMarried Women must submit:Marriage Certificate(s)Divorce Decree(s) if applicableSpouses Death Certificate if applicableIf you hold citizenship of a country other than your country of birth, you must produce documentary evidence pertaining to that citizenship.The interviewing officer reserves the right to request additional documents or information. If renewing a hand-written TT passport, please refer to FAQ No. 5 to apply for a first issue machine readable passport. For applicants under 16 years, the parent(s) named on the Birth Certificate or the legal guardian(s) named in a Court Order must attend the appointment, with national identification (Passport or ID card). Please note that there is no renewal form for children under 16 years. The same form applies. No recommender is required at Section 5 of the form when renewing a passport for children under 16 years. Each applicant must complete and submit the relevant Passport Application form(s), Third Party Authorisation form and TTPOST TrackPak.Documents that are not in English must be accompanied by an official translation endorsed by a registered Public Translator.Please provide originals and copies of all required documents.When renewing a machine readable passport you must submit:A copy of your Trinidad and Tobago Passport Bio Data page and;Documents evidencing any changes after the issue of your last passport (if applicable):Name change see FAQ No. 9Additional citizenshipThe interviewing officer reserves the right to request additional documents. To replace a lost passport, documents listed at FAQ No. 5 or FAQ No. 6 must be submitted in addition to the following: To replace a stolen passport, documents listed at FAQ No. 5 or FAQ No. 6 must be submitted in addition to the following: Note: If the lost/ stolen passport is located, please immediately return it to the nearest Passport Office. Do not attempt to travel with that passport. To replace a mutilated passport, documents listed at FAQ No. 5 or FAQ No. 6 must be submitted in addition to the following: To replace a passport destroyed by fire or flood, documents listed at FAQ No. 5 or FAQ No. 6 must be submitted in addition to the following:Fire a report from the Trinidad & Tobago Fire Services is required;Flood a report from the Regional Corporation where the flooding occurred is required. A Recommender who countersigns the application must have known you personally for at least three (3) years and know you well enough to be confident that the statements you have made in the application are true.The Recommender must not be a relative of the applicant.The Recommender must be a citizen of Trinidad and Tobago and be included in one of the following categories:Minister of Religion registered under law to perform marriagesManaging Director, Director and Manager of Banks and CompaniesProfessionals (University Graduates). (State qualifications)Member of Parliament, Mayor, Borough or County CouncillorNotary Public/Justices of the Peace/Commissioner of AffidavitsSenior Public Servants Range 30 and above. (Profession and Range must be stated)Police Officer/ Special Reserve Police/ Supplemental Police/ Municipal Police Corporal and above rank. (Include Service Number)Prison Officer II and above rank. (Include Service Number)Fire Sub-Officer and above rank. (Include Service Number)Member of Defence Force Defence Force Reserves Corporal/Leading Seaman and above rank. (Include Military Service Number).School Principal, Vice-Principal, Lecturer, Graduate Teacher (Teacher I and above rank)Where applicable, the Recommender must endorse the official stamp of the Firm, Organization or Profession in the space provided in Section (4) of the adult application form or Section (5) of the child application form.If the Recommender is a retiree, a home address must be provided in Section (4) of the adult application form or Section (5) of the child application form and not the address of a firm/organization. Adults must submit a Deed Poll or name change document (from a foreign country) for a name change on a passport;married women must submit a marriage certificate;married or divorced women who adopted the name of their spouse and wish to revert to their maiden name must submit a statutory declaration.Children the applicant (parent/ legal guardian) must submit a court order directing that a childs name has been changed. Both the childs former name and new name must be clearly stated in the Court Order. A business passport is an ordinary passport that contains 48 pages to accommodate frequent travellers. It attracts a fee of 350TTD. Passport applications may be expedited.At the time of the interview, the applicant must request the expedite service and pay the (additional) expedite fee of 300TTD.The average processing time for expediting a passport is three (3) to seven (7) business days. Persons with disabilities are facilitated at all Passport Offices Applicant must submit any computerized birth certificate with the Personal Identification Number (PIN). Hand-written TT Birth Certificates are no longer accepted. For further information please email immigration.passports@gov.tt Most Popular Organizations News Marlene Augustine Saturday 7 October 2017 The Trinidad and Tobago Immigration Division has established a new call centre for booking passport appointments.In a press release, the Ministry of National Security said locals who are seeking appointments for a new machine-readable passport or for renewals are asked to call (868) 225-4664.The ministry said callers will be prompted to select option two when the call connects.Members of the public are asked to note that the previous telephone system (868) 627-7277 will be discontinued. In an effort to improve service delivery, nationals with pending passport appointments made on the previous telephone system should urgently contact the Immigration Division by calling (868) 225-4664 with the reference number previously received in order to reconfirm the appointment.The ministry said as part of an ongoing process, the public can look forward to further enhancements in the delivery of immigration services including quicker servicing time, and an improved public interface system. Download the PDF file hereForget the hassle of having to go back to collect your new passport after your appointment. TTPost Courier service is here to provide a secure door to door delivery to your home, work or address of choice.Heres how it works:Schedule your appointment at into any of our TTPost Retail location to purchase one (1) A5 TrackPak (one TrackPak per passport)At your appointment, bring along your self-addressed Trackpak and all of the required documentation outlined on the Immigration Divisions website ( Also, you will be required to bring along your Third Party Authorization Form authorizing TTPost to collect your passport on your behalfDownload the PDF file hereSkip the line and keep safe by letting TTPost Courier service deliver your passport to your address of choice, be it home or work!Heres how it works:Go into any of our TTPost Retail location to purchase two (2) A5 TrackPaks (two TrackPaks per passport)TrackPak (1) Addressed to the Immigration Division, Government Campus, 3-9 Richmond Street Port of SpainTrackPak (2) Self Addressed (Jane Doe)Fold your self addressed TrackPak and place it into the Immigration addressed TrackPak ensuring that you include the following:Original passport payment receiptOld passportThrid party Authorization Form authorizing TTPost to collect your passport on your behalfDrop off your sealedTrackPak at any of the selected TTPost (passport collection) locations. Please see below a list of TTPost selected passport collection locations.17 Prince StreetARIMA 300398667-5363 Share copy and redistribute the material in any medium or format for any purpose, even commercially. Adapt remix, transform, and build upon the material for any purpose, even commercially. The licensor cannot revoke these freedoms as long as you follow the license terms. Attribution You must give appropriate credit , provide a link to the license, and indicate if changes were made . You may do so in any reasonable manner, but not in any way that suggests the licensor endorses you or your use. ShareAlike If you remix, transform, or build upon the material, you must distribute your contributions under the same license as the original. No additional restrictions You may not apply legal terms or technological measures that legally restrict others from doing anything the license permits. You do not have to comply with the license for elements of the material in the public domain or where your use is permitted by an applicable exception or limitation . No warranties are given. The license may not give you all of the permissions necessary for your intended use. For example, other rights such as publicity, privacy, or moral rights may limit how you use the material. News File photo. A new e-appointment platform for scheduling passport application appointments has been launched, replacing the previous website, www.ttpassport.info.The Ministry of National Security said the new system is a collaborative effort of the Immigration Division, and the National Information and Communication Technology Company Limited (iGovTT), and the Ministry of Digital Transformation.To set an appointment to apply for a passport/passport renewal, visit the e-appointment website. The Immigration Divisions page on the e-appointment website is accessible here. People will have to register for an account in order to make an appointment. Applicants will receive an email confirmation with appointment details upon completion of the booking, provided that a valid email address was entered when the account was registered.A manual (guide) on how to use the new e-appointment platform is accessible on the Ministry of National Securitys website. Passport Application forms are also available on the Ministry of National Securitys website here. The documents required to apply for a passport are listed here, along with other important information regarding passports, including relevant fees.A Trinidad and Tobago Postal Corporation (TTPOST) A5 TrackPak will be required for each application, as only one passport will be included per TrackPak. TrackPaks are available at any TTPOST retail outlet at a cost of \$25.00. The TrackPak(s) must be submitted at the time of the passport appointment.For all queries related to passport services, persons should contact the Immigration Division via email at immigration.passports@gov.tt and telephone at (868) 225-4664. Download App Visit the website schedule an appointment to apply for a passport. Persons with queries related to passport services can contact the Trinidad and Tobago Immigration Division via email addressimmigration.passports@gov.tt

**How to make an appointment for applying passport. How to make an appointment for passport. How to make an appointment for trinidad passport renewal. How do i make an appointment for a trinidad passport.**