REPUBLIC OF VANUATU

CONSOLIDATION OF THE FRENCH AND ENGLISH TEXTS OF THE LAWS OF VANUATU ACT [CAP 295]

Approval of the English Text of the Passport Forms and Fees Consolidation Edition 2025 Order No. 150 of 2025

In exercise of the powers conferred on me by subsection 9(1) of the Consolidation of the French and English Texts of the Laws of Vanuatu Act [CAP 295], I, the Honourable JOB SAM ANDY, Minister of Youth, Justice and Community Services, make the following Order:

1 Approval of the English Text of the Passport Forms and Fees Consolidation Edition 2025

The English Text of the Passport Forms and Fees Consolidation Edition 2025 is approved.

2 Appointed day

The appointed day for the coming into operation of the Passport Forms and Fees Consolidation Edition 2025 is the day on which this Order is made.

3 Commencement

This Order commences on the day on which it is made.

Made at Port Vila this 23 **day of** July **, 2025.**

REPUBLIC OF VANUATU Ministry of Justice & Community Service MINISTER Ministère de la Justice Services du Commonwealth RÉPUBLIQUE DE VANUATU

Honourable JOB SAM ANDY
Minister of Youth, Justice and Community Services

Commencement: 20 June 2022

PASSPORT FORMS AND FEES

Order 112 of 2022
Order 21 of 2023
Order 125 of 2024

1. Vanuatu Citizen Form and Fees

(1) A Citizen of Vanuatu who intends to apply for a passport must apply in the form set out in Schedule 1.

(2) The applicant under sub-clause (1) must pay the application fee under Schedule 1.

2. Citizenship by Investment Program Form and Fees

(1) A Citizen under the Citizenship Investment Program who intends to apply for a passport must apply in the form set out in Schedule 2.

(2) The applicant under sub-clause (1) must pay the application fee set out in Schedule 2.

3. Lost or Damage Form and Fees

(1) A Citizen of Vanuatu who has lost or damaged his or her passport must apply for a new passport in the form set out in Schedule 3.

(2) The applicant under sub-clause (1) must pay the application fee set out in Schedule 3.

SCHEDULE 1

VANUATU CITIZEN FORMS AND FEES

Vanuatu Citizens
Passport Application

Form A

PASSPORT PHOTO
Signature of passport holder must be inside box

THIS APPLICATION SHOULD BE SUBMITTED WITH

- Two (2) recent, identical passport photos (less than 6 months old). The Identity Witness must write the applicant's full name on the back of one photo, and sign and date the back of the photo.
- Copy of marriage certificate for couples (specifically, women)
- The appropriate fee (VT) for the service required:
  - 0 to 18 years old VT10,000 (up to 3 days processing time)
  - 19 to 65 years old VT20,000 (up to 3 days processing time)
  - 66 years old and above (1 day processing time)
  - Express VT20,000 (up to 10 days processing time)
  - Urgent VT30,000 (1 day processing time)
- Copy of Vanuatu birth certificate or National ID card issued at the Office of the Civil Registry
- Copy of Vanuatu citizenship certificate (for those who obtained citizenship through naturalization, entitlement, regain and marriage)
- Copy of consent letter for children under 18 years old.

PARTICULARS OF APPLICANT

Purpose of obtaining a passport:		Name of Institution, Organization, Company, Recruiting Agencies:	
	Date of Travel:	Service Level *(Select one:)*	◯ NORMAL ◯ PRIORITY
Family Name:		Gender *(Select one):*	◯ MALE ◯ FEMALE
Given Name/s:		Date of Birth:	
Melanesian Name/s:	Other Name/s:	Name at Birth:	

CITIZENSHIP DECLARATION

I declare that I am a citizen of Vanuatu and no other country *(Tick one of the options as applicable)*

☐ Born after 30 July 1980, with at least one parent that was a Vanuatu citizen at the time of birth. (Provide **EITHER** original birth certificate showing at least one parent of indigenous Ni Vanuatu ancestry, **OR** original birth certificate showing at least one parent who is a Vanuatu citizen, and proof of the Parent's citizenship (e.g. citizenship certificate).

☐ Born on or before 30 July 1980 and of indigenous Ni-Vanuatu ancestry. (Provide an original birth certificate showing at least one Ni-Vanuatu parent).

Marital Status: ☐ Single ☐ Married ☐ De Facto ☐ Divorced		Driving License No:	V.N.P.F No:
Place of Birth:	Country of Birth:	Eye Color:	Height (cm):
Occupation/ Profession:	Marks/ Scars:	Phone Number:	
Present Address:			

CONSENT TO ISSUE A PASSPORT TO A PERSON UNDER 18 YEARS OF AGE
(Parent or Guardian to complete this section and sign the Application Declaration below)

My Name is:	My Date of Birth is:
I consent to a passport being issued to:	My relationship to the child is *(Select one):* MOTHER ◯ FATHER ◯ GUARDIAN ◯

APPLICATION DECLARATION	IDENTITY WITNESS DETAILS	OFFICE USE ONLY
I declare that all particulars in this application are true in all respects. I understand that if I make a false or misleading statement, orally or in writing, in connection With this Vanuatu passport application I can, by law, be fined up to VT 5,000,000 and imprisoned for up to 5 years or both.	Full Name:	
	Phone Number:	
	Passport Number:	
	Address:	
Signature:	**WITNESS DECLARATION**	
	I declare that: I have known the applicant for at least one year, and the information on this form is correct to the best of my knowledge. The person in the passport photo is the applicant named on this form.	
Date: ___/___/_____	*Signature / Thumbprint of Witness:*	

Table of Amendments

Schedule 1	*Substituted by Orders 21 of 2023, 125 of 2024*