REPUBLIC OF VANUATU

PASSPORT ACT NO. 20 OF 2009

Passport Forms and Fees
Order No. 112 of 2022

In exercise of the powers conferred on me by subsection 4(2) of the Passport Act No. 20 of 2009, I, the Honourable MAA'UKORO MOLI TAMBE URE VIRA TAMBE LAVISE-VAHE ALATOI ISHMAEL KALSAKAU, Deputy Prime Minister and Minister of Internal Affairs, make the following Order.

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.

4 Commencement

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

Made at Port Vila this 20 **day of** June **, 2022.**



Honourable MAA'UKORO MOLI TAMBE URE VIRA TAMBE LAVISE-VAHE ALATOI ISHMAEL KALSAKAU
Deputy Prime Minister and Minister of Internal Affairs

SCHEDULE 1

VANUATU CITIZEN FORM AND FEES

Vanuatu Citizens — **Form A**

Passport Application

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 Married Certificate (Spouse)
- The appropriate fee (VT) for the service required:
  - 0 to 5 years old 5,000
  - 6 to 17 years old 7,000
  - Normal 10,000 (up to 21 days processing time)
  - Express 20,000 (up to 10 days processing time)
  - Urgent 25,000 (up to 3 days processing time)
- Copy of Vanuatu birth certificate from Civil Registry
- Copy of certification letter for the purpose of traveling.
- Copy of medical certificate certified by a medical professional if traveling for medical treatment.

PARTICULARLY FOR LABOR MOBILITY

- Copy of letter from authorized recruiting agent
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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:	
Signature:	Phone Number:	
	Passport Number:	
Date: ____/____/____	Address:	
	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.	
	Signature / Thumbprint of Witness:	

SCHEDULE 2

CITIZENSHIP BY INVESTMENT PROGRAM FORM AND FEES

Citizenship by Investment Programs FORM B

Passport Application Form

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 Married Certificate (women only)
- The appropriate fee (VT) for the service required:
  - Child 0 to 5 years old VT 5,000
  - Child 6 to 17 years old VT 7,000
  - Normal 10,000 (Up to 21 days processing time)
  - Express 20,000 (Up to 10 days processing time)
  - Urgent VT 25,000 (up to 3 days processing time)
- Copy of citizenship certificate issued by the Vanuatu Citizenship office
- Copy of confirmation letter issued by the Vanuatu Citizenship office
- Copy of birth certificate for home country
- Copy of FIU clearance Certificate
- Copy of Police clearance of home country
- Copy of National ID card of home country
- Copy of original passport of home country

PARTICULARS OF APPLICANT

Copy of passport of origin *(Select one:)* ◯ YES ◯ NO		Designated agent:	
Passport Number:		Service Level *(Select one:)* ◯ NORMAL ◯ PRIORITY	
Family Name:		Gender *(Select one):* ◯ MALE ◯ FEMALE	
Given Name/s:		Date of Birth:	
Middle Name/s:	Other Name/s:	Name at Birth:	

CITIZENSHIP DECLARATION

I declare that I am a citizen of Vanuatu: *(Tick options as applicable)*

☐ Citizen by naturalization granted by the Citizenship Commission after 30 July 1980. (Provide both an original birth certificate and Vanuatu citizenship Certificate). List previous nationality/ies and passport details below:

☐ Dual citizenship

Previous Nationality/ies:		Passport Number:	
Place of Issue:	Issue Date:	Expiry Date:	
Marital Status: ☐ Single ☐ Married ☐ Divorced ☐ De facto	Driving License No:	ID 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. ***Signature:*** ***Date:*** ____/____/____	Full Name: Phone Number: Passport Number: Address: **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. ***Signature / Thumbprint of Witness:***	

SCHEDULE 3

LOST OR DAMAGE FORM AND FEES

Lost/Damaged
Passport Applications Form

FORM C

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.
- Previous Vanuatu Passport
- The appropriate fee (VT) for the service required:
  - 0 to 5 years old 5,000
  - 6 to 17 years old 7,000
  - Normal 10,000 (up to 21 days processing time)
  - Express 20,000 (up to 10 days processing time)
  - Urgent 25,000 (up to 3 days processing time)
- Provide a Police report or sign the Immigration lost or damage declaration form.
- Copy of birth certificate

FEES FOR LOST AND DAMAGED PASSPORT

- Vanuatu Citizens 50,000VT
- Citizens by Investment 100,000VT

PARTICULARS OF APPLICANT

Has your passport been Lost or Stolen *(Select one)*: ◯ YES ◯ NO	If passport lost or stolen, provide a police report. ◯ YES ◯ NO		
Birth Certificate No:	Date of Travel:	Service Level *(Select one)*: ◯ NORMAL ◯ PRIORITY	
Family Name:	Gender *(Select one)*: ◯ MALE ◯ FEMALE		
Given Name/s:	Date of Birth:	Birth Certificate No:	
Melanesian Name/s:	Other Name/s:	Name at Birth:	
Marital Status: ☐ Single ☐ Married ☐ Divorced ☐ De facto	Driving License No:	V.N.P.F No:	
ID Number:	Birth Certificate Number:	Eye Color:	Height (cm):
Occupation/ Profession:	Marks/ Scars:	Phone Number:	
Present Address:			

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, ☐ Born on or before 30 July 1980 ☐ Citizen by naturalization granted by the Citizenship Commission after 30 July 1980.

☐ Dual Citizenship

APPLICATION DECLARATION

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.

Signature:

Date: ____/____/____

IDENTITY WITNESS DETAILS

Full Name:

Phone Number:

Passport Number:

Address:

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.

Signature / Thumbprint of Witness:

OFFICE USE ONLY