

## **ISSUE OF NEW PASSPORTS (10 Years)**

- Dully filled application Form 'K'
- Old Passport
- Valid Original Austrian Resident Permit/Legitimation Card
- Four (04) coloured photographs - 4.5cm x 3.5 cm without white border (should be 'direct face' and both ears must be visible )
- Birth Certificate
- Original National Identity Card, if available
- If the applicant is a married female, original Marriage Certificate (In case of the change of the name after marriage)
- If the applicant was born outside Sri Lanka, a copy of the citizenship certificates should necessarily be attached, when applying for a passport for the first time
- Necessary documents should be attached to confirm the applicant's profession
- If it is an application for a separate passport for a child, both his/her parents should give their consent in a letter along with the copies of their passports. (Photocopy of the data pages of children pages)
- An official confirmation on the residential status of passport-applicants whose passport expired one year or more prior to the date of application
- Form D3
- Self-addressed cover with stamp
- All required application forms can be obtained from Sri Lanka Embassy, Vienna

## **New separate passports for children who are born abroad, if the following requirements are fulfilled :**

- The Citizenship Certificate
- A certified copy of the receipt of payment for Citizenship Certificate, if the Citizenship Certificate is not available
- A certified copy of the consular Birth Certificate of the child
- Copies of parent's passports
- Written consent of both parents
- Marriage certificate of parent's

## **All documents should have :**

- Originals
- Photocopies of all originals
- Fee of 110 €

## **Notes:**

- This Embassy is not responsible for any document lost in the post.
- Submission of forged documents and making false declarations relation to citizenship is a punishable offence. Fees will not be refunded in these circumstances
- English translations will not be accepted as originals
- Incomplete applications will be returned and consular fees will not be refunded.