

**POLICE CLEARANCE CERTIFICATE  
CHECK LIST**

**For each supporting document, original document + 1 set of photocopies should be submitted. [Photocopy of the application form is not required.]**

**All Photocopies should be submitted in A4 size. Copies of both sides of each certificate/ card should be submitted. For passports; copies of the bio-data page and the observation page should be submitted.**

**Translations in lieu of Originals not accepted.**

**Following supporting documents should be submitted:**

S.No	Required Document	Applicant Checklist		Officer Check list
		Original	Photocopy	
1.	Both sides of the National Identity Card*			
2.	Bio Data page & Observation page of the Sri Lankan Passport*			
3.	Affidavit, if any discrepancies in names^		Not Required	

- \* Denotes mandatory criterion
- ^ If applicable



13. Which name the certificate should be issued :

As appear in NIC:  As appear in the Passport:

18. Purpose : Residence Visa  Temporary Visa  Employment   
Student  Scholarship  Visit

19. Present address in Sri Lanka:

Line 1   
Line 2   
City   
State/Province   
Postal/Zip Code

20. Overseas Address:

21. Whether Police Clearance applied earlier? Yes  No

22. Whether Certificate issued? Yes  No

If yes, the Country:

Reference No.:

Date of Issue: 

DD	MM	YYYY

23. Give Address to residences during the period of Certificate required:

*(If space is insufficient, please attach a special annexes)*

Address	Police Area	Date (DD/MM/YYYY)	
		From	To

24. Application submitted by :

1. Applicant:

2. Authorised person : Yes  No

ii. Relationship: Father  Mother  Wife  Husband  Daughter   
Brother  Sister  Son

iii. Relation's Name:

iv. Relation's NIC/Passport No:

25. Address the Police Clearance Certificate need to be sent:

Line 1

Line 2

City

State/Province

Postal/Zip Code

Country

26. Mobile No: +

27. Email:

28. Spouse Full Name:

i. Nationality:

ii. Passport No:

iii. NIC No:

29. Payment Amount Rs.:

30. Mode of Payment:

Cash

BR No.:

Date of Issue:

DD	MM	YYYY

Credit / Debit Card

Card Holder Name:

Card No.:

Expiry Date:

DD	MM	YYYY

Issued Bank:

Easy Cash

Details: .....

**Cheque**

Cheque No: 

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Account No: 

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Account Holder Name: 

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**Wire Transfer:**

Details: .....

31. Are you an Applicant referred from the  
Sri Lanka Foreign Employment Bureau (SLBFF): Yes  No

.....  
*Date*

.....  
*Signature of Applicant*

*(For Office Use Only)*

32. Mode of Dispatch:  Post  Handed over to the Ministry of Foreign Affairs

33. Date Dispatched : 

DD	MM	YYYY

34. Authorized Officer: 

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*Signature of OIC*