

ISSUANCE OF A NEW PASSPORT IN LIEU OF A LOST PASSPORT

CHECK LIST

For each supporting document, original document + 1 set of photocopies should be submitted.

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.

Please "✓" the checklist and attach it to the application before submitting the documents at the counter/via post.

- * Denotes mandatory criterion
- ^ If applicable

S.No	Application for new Passport	Applicant Checklist		Officer Check list
		Original	Photocopy	
1.	Duly completed form "K" with Statutory Declaration *		Not Required	
2.	Duly completed form "D" (Complaint Form) * - (Applicant's signature should be duly certified if sent by Post).		Not Required	
2.1.	Statutory Declaration obtained from the nearest Police Station*		Not Required	
2.2.	Online report issued by the Police station along with the self-explanatory letter signed by you*		Not Required	
3.	Three Passport Size Colour Photographs pasted on the application (3.5cm * 4.5cm) taken within the last three months*		Not Required	
4.	Original Sri Lanka Birth Certificate* As required by the Department of immigration and Emigration the birth certificate should be <ul style="list-style-type: none"> Recently obtained (preferably within 6 months) from the Registrar General's Department or a Divisional Secretariat Clear and legible Seal and the signature of the issuing officer should be clearly visible 			
5.	Sri Lanka Citizenship Certificate^ (applicable for persons born outside Sri Lanka)			
6.	Declaration confirming the Sri Lankan Citizenship^ (applicable for persons born outside Sri Lanka)			
7.	Copy of the lost/ stolen Passport*	-		
8.	National Identity Card (NIC)^			
9.	Letter confirming that you have not yet obtained a NIC^			
10.	Dual Citizenship Certificate^ (if applicable)			
11.	Foreign Passport^ (if applicable)			
12.	Letter confirming that you have not yet obtained a Foreign Passport^			
13.	Original Marriage Certificate^ (if applicable)			
14.	Document proving profession^ (if applicable)			
14.1	Degree Certificate^ (if applicable)			
14.2	COE/Student ID card/Letter issued by the School ^ (if applicable)			

14.3	Service letter obtained from employer not less than 6 months' old^ (if applicable)		Not Required	
14.4	Duly signed Service Agreement by the employer & employee^ (if applicable)			
15	Visa Entitlement Verification Online (VEVO)*		Not Required	



ආගමන හා විගමන දෙපාර්තමේන්තුව
குடிவரவு, குடியகல்வுத் திணைக்களம்
DEPARTMENT OF IMMIGRATION AND EMIGRATION

විදේශ දූත මණ්ඩල සේවය
வெளிநாட்டு தூதரகம்
Overseas Mission



පාද්‍යාය
படிவம் } K
Form
ක. වී
கு. 35 } 35 A
ඉ. එ.
I.E.



ශ්‍රී ලංකා ගමන් බලපත්‍රයක්, හදිසි/කඳුනාගැනීමේ සහතිකයක් සඳහා ඉල්ලුම්පත්‍රය
இலங்கை கடவுள்பட்டு, அவசரகால/அனாயாளர் சான்றிதழ் விண்ணப்பம்
APPLICATION FOR A SRI LANKAN PASSPORT, EMERGENCY/ IDENTITY CERTIFICATE

පරිගණකයට ඇතුළත් කළ හැක්කේ ඉංග්‍රීසි භාෂාවෙන් පමණක් බැවින් අයදුම්පත් ඉංග්‍රීසියෙන් පමණක් පිරවිය යුතුය. අවශ්‍ය නම් වැඩි විස්තර සඳහා ආ.වි. 35 (බී) උපදෙස් පත්‍රිකාව (සිංහල/දෙමළ) බලන්න.

கனவியானது ஆங்கில மொழியை மட்டுமே ஏற்றுக்கொள்ளுவதால் விண்ணப்பப் படிவத்தை ஆங்கிலத்தில் மட்டுமே பூர்த்திசெய்தல் வேண்டும். அவசியமான பின் (சங்கனம்/தமிழ்) பிரஸ்திக தகவல்களுக்கு அறிவுறுத்தல் படிவத்தைப் பார்க்கவும். (கு.கு. 35'வி')

The data and information are fed into the computer only in English Language. Hence the application must be filled in English. If necessary, please read instructions in form I.E. 35 "B" (Sinhala/Tamil)

එක් ඡායාරූපයක් මෙහි
ඇලවන්න

நிழல் படத்தில்
ஒன்று
இங்கே ஒட்டி வை

Affix One
Photograph Here

කාර්යාලයේ ප්‍රයෝජනය සඳහා/ அலுவலக உபயோகத்திற்கு மட்டும்/ For Office use only

APPLICATION No.		APPLICATED PASSPORT No.		AC CODE	
N					

1. Type of Travel Document required } All Countries ☐ Middle East Countries ☐ Emergency Certificate ☐ Identity Certificate ☐

2. Present Travel Document Number 3. NMRP No. (If any) 4. Personal Identity Card Number

5. Surname

6. Other Names

7. Permanent Address Overseas

8. Date of Birth } Date Month Year

9. Birth Certificate } Number District

10. Place of Birth

11. Sex } Female ☐ Male ☐

12. Profession/ Occupation/ Job

13. Have you obtained Citizenship of a foreign country or Dual Citizenship in Sri Lanka } Yes ☐ No ☐

If Yes, Dual Citizenship No.

(Please fill up fields 18 and 19)

14. Mobile Phone No. Overseas

15. e-mail Address

Compulsory for Dual Citizenship Holders

16. Foreign Nationality

17. Foreign Passport No.

18. If this application is for a child below the age of 16 years, following information must also be provided.

Father / Guardian
National Identity Card No. / Present Travel Document No.

Mother / Guardian
National Identity Card No. / Present Travel Document No.

වත් ජාත්‍යන්තරයේ මෙහි
අලවන්න

ඡිත්‍රය පැළුණු
ඉන්නා
මුද්‍රිත ඉටුපත්

Affix One
Photograph Here

වත් ජාත්‍යන්තරයේ මෙහි
අලවන්න

ඡිත්‍රය පැළුණු
ඉන්නා
මුද්‍රිත ඉටුපත්

Affix One
Photograph Here

19. අයදුම්කරු විසින් පහත දැක්වෙන තොටු දෙක තුළ කළු අත්සන තබා දෙකම තවදුරටත් පරිදි අත්සන වෙන වෙනම තැබිය යුතුය.
Applicant, Please place your signature inside both cages below. Signature should not touch the border.

20. අයදුම්කරුගේ ප්‍රකාශය

(අදාළ තොටුව වටහා කරන්න)

මම ශ්‍රී ලංකාවේ පුරවැසියෙකු බව ප්‍රකාශ කරමි. / මම (රටේ නම ලියන්න) පුරවැසියෙකු / ශ්‍රී ලංකා ද්විත්ව පුරවැසියෙකු ලෙස
අත්සන් කරමි.

ශ්‍රී ලංකාවේ / වෙනත් රටක සමත් බලපත්‍රයක්, හැසිරී සහතිකයක් හෝ පැනාමා නැව් සහතිකයක් මා සතුව තිබේ නම් මාගේ වත්මන් සඳහා අයදුම් තොරතුරු ලද
බවත් මෙයින් සහතික කරමි.

මේ සමඟ ඉදිරිපත් කරනු ලබන අංක දරණ සමත් බලපත්‍රය / හැසිරී සහතිකය / පැනාමා නැව් සහතිකය හැර මීට පෙර මා සතුව තිබුණු සියලුම
සමත් බලපත්‍ර / හැසිරී සහතිකය හා පැනාමා නැව් සහතිකය අවලංගු කිරීම සඳහා ශ්‍රී ලංකා සමත් බලපත්‍ර පිළිබඳ නීති බලධාරීන්ට මිලිසින් භාර දී ඇති බවත්, මීට අමුණා
ඇති සමත් ලියවිල්ල මා වෙත නිකුත් කිරීමෙන් පසු වටිනාකමක් සඳහා වෙනත් අයදුම් පත්‍රයක් මිලිසින් ඉදිරිපත් නොකරන ලද බවත් ප්‍රකාශ කරමි.

මෙම අයදුම් පත්‍රයට අමුණා ඇති ලියවිල්ල සහ හා නිවැරදි වීම් බවත්, සහ තොරතුරු වසන් කිරීම හෝ ව්‍යාජව කිරීම සඳහා මම ලියවිල්ල විකෘති ලෙස වෙනත්
කිරීමට හානිකර නොකරන ලද බවත් සහතික කරමි.

ඉහත අලවා ඇති ජාත්‍යන්තර වෙස් මාරු කිරීමට මාගේ සහතිකයෙන් තොරව, මාගේ ස්වාභාවික හමුත්වය පිළිබිඹු කරන බවත්, එම ජාත්‍යන්තර මාස 3ක් ඇතුළත ලබා
ගත් ජාත්‍යන්තර බවත් සහතික කරමි.

..... හි ශ්‍රී ලංකා විදේශ දූත මණ්ඩලය හරහා සමත් බලපත්‍රයක් අයදුම් කරන පදිංචි
..... (පුරුෂ / මහා / මින / මහා) වන මම ශ්‍රී ලංකාවෙන් පිටත්ව යාමට පුරවැසි දෙපාර්තමේන්තුව වෙත මාගේ ඇති ලියවිල්ල ලබාදෙන
බව මෙයින් ප්‍රකාශ කරමි. මාගේ කිරීමට අපොහොසත් වුවහොත් ශ්‍රී ලංකාවෙන් පිටත්ව යාම වැළැක්වීම පරිදි මාගේ සමත් බලපත්‍රය අක්‍රීය වන බව මම දැනුවත්ව සිටිමි.

(பொருத்தமற்ற சேற்களை வெட்டி விடவும்)

இலங்கை / பிற்தேச நூட்டின் கடைசர் டொஸ்ஸு, அவர சான்றதென்பது அல்லது அங் பாகம் சான்றதென்பது எவ்வய் இருக்கவில்லை என்பதை அங்கு அல்லாது அங்குள்ள ஆளையென்றிருக்காது என்பதை இத்தால் உறுதிபுரர்க்கின்றேன்.

இல் வீணாப்பப்படிவத்துடன் இணைக்கப்பட்டுள்ள ஆவணங்கள் உண்மையானதும், சரிபாவினதெனவும், உண்மையான விபரத்தை நனவாகவும் தோற்றுள் போலியான ஆவணங்கள் போலியாக மாற்றாக்களாகவும் உட்படுத்தப்பட்டுள்ளன என்பதைத் தவிர்த்து நிறுதினாக்கியிருக்கிறேன்.

..... இல் அமைந்துள்ள இலங்கை வெளிநாட்டுத் தாதுகத்தினுடைய கடவுச்சீட்டுக்காக விண்ணப்பிக்கும் இல் வரிக்கும் தீது / தீயுபாதி / செல்வி / சங் /வாணி. ஆகிய நான் இலங்கைவிரிவுநாடு வெளியேறிச் செல்வதற்கு முன் குறாவை, குறாயகன்வு திணைக்களத்திற்கு எழுது வைவீரல் அமை யாவதற்குப் பெற்றும் கொடுப்பேன் என்பதை இத்தரால் உறுதிப்பாக்குகின்றேன். அன்னவறு செய்வதற்கு தவறாமல் பரந்தில் இலங்கைவிரிவுநாடு வெளியேறுவது தடைப்படும் விதத்தில் எழுது கடவுச்சீட்டு செயலிழக்கச் செய்யாபதும் என்பதை நான் நன்கு அறிவேன்.

(Please cut off the inapplicable words)

I certify that the information furnished in this application and documents attached to this application are true and correct and no alterations, modifications or falsifications were carried out to hide or deflect true facts.

I Mr./Mrs./Miss/Rev., residing at applying for a passport through Sri Lanka Mission in hereby undertake to provide my fingerprints to the Department prior to my departure from Sri Lanka. I understand the failure to do so will cause my passport to become inactive, preventing my departure from Sri Lanka.

අයදුම්කරුගේ අත්සන / Signature of the Applicant

බිංහිරි/பிஹிரி பின் கையொப்பம்:

21. අයදුම්කරු පිළිබඳ සහතිකය

මාගේ පෞද්ගලික දැනීමට හා විෂයයට අනුව අයදුම්කරු විසින් ලබා දී ඇති තොරතුරු සත්‍ය බවත් අයදුම්කරු විසින් ඉහත කර ඇති ප්‍රකාශය නිවැරදි බවත් සනාථ කරමි.
අයදුම්කරු සිය අත්සන මා දෙවිවිට දී දින දී තැබූ බව ද සනාථ කරමි.

(இதற்காக மட்டமைப் அமுலிடுதல் னா அதி)

[illegible]

Certificate Regrading the Applicant

(No fee is chargeable for this Certificate)

To the best of my personal knowledge and belief, the information given by the applicant is true and the declaration made above by the applicant is accurate.
The applicant placed his/her signature in front of me on(Date) at
(Place).

විදේශ දූත මණ්ඩල මුද්‍රාව/ Overseas Mission Seal/ வெளிநாட்டுத் தூதரக உத்தியோகபூர்வ இலாபர் முத்திரை

.....
විදේශ දූත මණ්ඩල බලධරයෙහි අත්සන/
Signature of OM Authorized Officer/
தூதரக அதிகாரம் பெற்ற உத்தியோகத்தின் கையொப்பம்

.....
දිනය/ Date/ திகதி

(කාර්යාලයේ ප්‍රයෝජනය සඳහා)
(அலுவலக உபயோகத்திற்கு மாதிரி)
(For Office use only)

විදේශ දූත මණ්ඩල නිර්දේශය
வெளிநாட்டு இலங்கை தூதரகத்தின் விதந்துரை
Recommendation of the Overseas Sri Lankan Mission

කාර්යාලයේ ප්‍රයෝජනය සඳහා /அலுவலக உபயோகத்திற்கு மாதிரி/ For Office use only

Special Reference to Controller / DC

1. BC ALT/ DE
2. NIC DF/ Double (Different/ Same)
3. Appearance (Different/ Under Age/ Above Age)
4. Black Listed: ID/ PPT/ BC or other reason

Ac's Signature

PPT No :

PPT Lost : Yes/ No

BC No :

District :

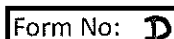
NIC/ DL/ Postal ID

MC No :

District :

Parents PPT copy/ NIC/ Consent Letter

Ac's Order :



STOLEN or LOST SRI LANKAN PASSPORT - COMPLAINT FORM

IMPORTANT:

PLEASE FILL IN BLOCK LETTERS

APPLICANT INFORMATION

1. Surname * (as appeared in the passport)

[illegible]

2. First name:*

[illegible]

- 3 Maiden Name:

[illegible]

4. Address in the country of residence

[illegible][illegible]

5. Contact details in the country of residence

[illegible][illegible][illegible]

6. Address in Sri Lanka

[illegible][illegible]

- ## 7. Contact details in Sri Lanka

[illegible][illegible][illegible]

8. passport No

 NIC No

9. Date Stolen / Lost

10. Place stolen / Lost

11. Have you ever lost a passport previously? Yes ☐ No ☐

12. Signature of the applicant _____

13. Date

--	--	--	--	--	--	--	--

For office use only:

Remarks:

Signature:

Date:

Statutory Declaration for Lost Passport

I

at

do hereby solemnly and truthfully declare and affirm that I am a Citizen/ Dual Citizen of Sri Lanka and I have not acquired any other citizenship.

Dual Citizenship No (If Applicable):

.....

Signature of the Declarant

Signed before me.

.....

Signature of JP/Commissioner of Oaths