

FOR PASSPORT OFFICE USE ONLY

[ ] - REGULAR [ ] - OFFICIAL [ ] - DIPLOMATIC [ ] - EXTENSION [ ] - AMENDMENT [ ] - NEW PASSPORT

PASSPORT NUMBER: \_\_\_\_\_ ISSUANCE DATE: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

Receipt No.: \_\_\_\_\_ Date paid: \_\_\_\_\_ Issued by: \_\_\_\_\_ / \_\_\_\_\_ ENTERED: \_\_\_\_\_

DO NOT WRITE ABOVE THIS LINE

**PALAU PASSPORT OFFICE**

*Ministry of State*

***P. O. Box 100 Koror, Republic of Palau 96940***

**Tel No. 680-488-6330/8092 Fax No. 680-488-2443 Email: [ropassport@bdarop.com](mailto:ropassport@bdarop.com)**

**Web: [www.bdarop.com/www.palauembassy.com](http://www.bdarop.com/www.palauembassy.com)**

**PASSPORT APPLICATION**

**HOW TO APPLY FOR A PASSPORT OF THE REPUBLIC OF PALAU**

*Passports of the Republic of Palau are issued only to citizens of the Republic of Palau. Each person must obtain his or her own passport.*

*IF YOU ARE A FIRST TIME APPLICANT, please complete and submit this application personally with: (1) PROOF OF PALAU CITIZENSHIP; (2) PROOF OF IDENTITY; (3) ONE COLOR PHOTOGRAPH; (4) FEE. Check visa requirements with consular offices to be visited.*

**1. PROOF OF CITIZENSHIP**

**(a) APPLICANTS BORN IN PALAU**

*Submit previous Palau passport or birth certificate. A birth certificate must include your given name and surname, date and place of birth, name of parent(s), date the birth record was filed, and seal or other certification of the official custodian of such record.*

*IF NO BIRTH RECORD EXISTS, submit baptismal certificate, or early census record along with notarized affidavits of persons having knowledge of your birth. Evidence should include your given name and surname, date and place of birth, and seal or other certification of office and signature of issuing official.*

**(b) APPLICANTS BORN OUTSIDE OF THE REPUBLIC OF PALAU**

*In addition to the documents required in (a) above, submit your previous Palau passport, if any, Certification of Naturalization; Certificate of Citizenship, or evidence described below:*

*IF YOU CLAIM CITIZENSHIP THROUGH BIRTH ABROAD TO ONE OR MORE PARENTS OF RECOGNIZED PALAUAN ANCESTRY, submit proof of parent(s) citizenship, parent(s) birth certificates, and affidavit of Palauan parent(s) showing all periods and places of residence/physical presence in the Republic of Palau and abroad.*

*If your name is not the same as on your birth certificate, provide certified documents showing the reason. (e. g. Marriage Certificates, Court Decrees, etc.)*

*Altered documents are not acceptable.*

**2. PROOF OF IDENTITY**

*If you are not personally known by the staff of the Passport Office, you must establish your identity to their satisfaction. You may submit items such as the following containing your signature and physical description or photograph which is a good likeness of you (e. g. Previous passports; Identification card, Drivers License or Certificate of Naturalization). Altered documents are not acceptable.*

*IF YOU CANNOT PROVE YOUR IDENTITY as stated above, you must appear with an IDENTIFYING WITNESS, a Palauan citizen who has known you for at least two (2) years. Your witness must prove his or her identity and complete and sign an "Affidavit of Identifying Witness" before the Clerk of Court.*

**3. ONE PHOTOGRAPH**

*Submit one photograph of you, sufficiently recent (taken within the last six (6) months) to be a good likeness of you. It must bear a size of 2"x2". Photographs must be a clear, front view, full face, taken in normal street attire without a hat or dark glasses, and printed on thin paper with a plain light (white) background. Photograph must be in color. Photographs retouched so that your appearance is changed are unacceptable. Snapshots, most vendor machine prints, and magazine or full-length photographs are unacceptable.*

**4. FEES**

*Passport Fee is \$50.00.*

*Renewal Fee is \$50.00.*

*Amendment/Validation is \$25.00.*

*Replacement is \$75.00.*

*Official and Diplomatic passports, no fee.*

*Pay the passport fee at the National Treasury, Republic of Palau or in one of the following methods:*

*Bank draft or cashier's check; Money Order (United States Postal, International Currency Exchange); United States currency. Make fees payable to the National Treasury, Republic of Palau.*

*Failure to provide the information requested on this form may result in the denial of a Palau passport, related document, or service.*

