



**Application for Renewal of Belize Passport - Damaged  
Minor (Persons below the age of Sixteen (16))  
Check-List**

	<b>Documents Required</b>	<b>Details</b>	<b>For Official Use Only</b>
1	Completed Application Form	<ul style="list-style-type: none"> <li>• In either blue or black ink</li> <li>• No whiteout or scratches permitted</li> <li>• If the child is 10 years of age or older, the child needs to sign the application form</li> <li>• Applicant (parent or legal guardian) must also sign</li> </ul>	
2	Completed Recommender Form (4A)	<ul style="list-style-type: none"> <li>• To be completed by a registered medical practitioner or registered legal practitioner i.e. Attorney at Law, Notary Public or Medical Doctor</li> <li>• Full name of minor must be included</li> <li>• Business card to be submitted if available</li> </ul>	
3	Previous Belize Passport of Minor		
4	One (1) Valid Photo ID of parent or legal guardian applying for the passport	<ul style="list-style-type: none"> <li>• Not expired</li> <li>• Must be in English or be accompanied by a certified English translation</li> <li>• Must include full name of applicant (parent or legal guardian exactly as it appears on the child's birth certificate, nationality certificate and/or adoption certificate</li> <li>• May be a state ID, permanent residency card or passport</li> </ul>	
5	Original Birth Certificate (from Belize or Native Country)	<ul style="list-style-type: none"> <li>• Must be in English or be accompanied by a certified English translation issued by the competent authority</li> </ul>	
6	Original Adoption Certificate (if adopted)	<ul style="list-style-type: none"> <li>• Certificate must be issued and registered in Belize</li> </ul>	

7	Original Belize Naturalization by descent document/ Belize Nationality Certificate or other evidence of Belizean nationality of minor	<ul style="list-style-type: none"> <li>For Belizean by descent or registration</li> <li>A laminated document or nationality certificate is considered damaged. A replacement must be obtained before starting the passport application process.</li> </ul>	
8	Original Belizean Nationality Certificate of parent or legal guardian applying for the passport	<ul style="list-style-type: none"> <li>Must include full name of applicant (parent or legal guardian exactly as it appears on the child's birth certificate, nationality certificate and adoption certificate)</li> </ul>	
A total of two (2) identical photos (2 inches x 2 inches) as per below:			
9	1 Photo (2 inches x 2 inches)	<ul style="list-style-type: none"> <li>Taken within the last six (6) months</li> <li>White background</li> <li>To be certified by the same registered medical practitioner or registered legal practitioner who completed Form 4A</li> <li>The wording should read as follows "I certify that this is a true likeness of [insert full name of <u>applicant</u>]"</li> <li>Signature and stamp of the same registered medical practitioner or registered legal practitioner who completed Form 4A</li> </ul>	
10	1 Photo (2 inches x 2 inches)	<ul style="list-style-type: none"> <li>Taken within the last six (6) months</li> <li>White background</li> <li>To be certified during appointment</li> </ul>	
11	Checklist	<ul style="list-style-type: none"> <li>This checklist is to be presented along with all required documents on date of appointment</li> </ul>	
12	Form 6	<ul style="list-style-type: none"> <li>Complete all relevant sections that apply to you</li> <li>Must be authenticated by a registered legal practitioner i.e. Attorney at Law or Notary Public</li> </ul>	
13	Payment of £105	<ul style="list-style-type: none"> <li>Payable in Pound Sterling (£) <u>only</u></li> <li>Cash, UK Postal Order or via cheque from a UK accredited bank <u>only</u></li> </ul>	

**Please Note:**

- Two (2) copies of all the above-listed documents are required on date of appointment.
- No incomplete applications can be accepted or processed.
- Processing of applications require a minimum of six (6) to eight (8) weeks from the date that all required documentation is submitted in order.
- All documents that are not in the English language must be translated to English and certified by the competent issuing authority.