



CONSULATE GENERAL OF JAMAICA, TORONTO

REQUIREMENTS FOR THE RENEWAL OF ADULT JAMAICAN PASSPORT

An applicant is eligible to renew his or her Jamaican Passport within 12 months of the date it expires.

The following **original** documents are required:

- Completed Jamaican Passport Application Form <https://www.pica.gov.jm/sites/default/files/Forms/Jamaica-Passport-Application-Compressed.pdf>
- Birth Certificate, Adoption Certificate or Citizenship Certificate;
- Passport (current or expired);
- Marriage Certificate (where applicable);
- Official Change of Name Document e.g. Court Order, Deed Polls registered through the Courts or the Country's Record Office (where applicable);
- Two (2) identical passport sized photographs, one of which is to be certified by a Notary Public, Justice of the Peace, Commissioner of Oaths, Medical Doctor or Minister of Religion who is authorized to perform marriages. A Consular Officer may certify the application and photographs if the individual appears in person at the Consulate.

FEE

- Eighty Canadian Dollars (CDN\$80.00) money order made payable to **PICA**.
- Twenty-Six Canadian Dollars (CDN\$26.00) for Consular and postage. This fee is payable in cash or by debit card if you apply in person, or a **money order** payable to **Consulate-General of Jamaica** if the application is submitted by mail.

PROCESSING TIME

- Compliant applications are processed in approximately 6-8 weeks. This includes transmission to and from the Passport, Immigration and Citizenship Agency (PICA) in Jamaica. PICA reserves the right to request additional information and documentation in support of the application.

NB: Adults renewing machine-readable passports are not required to submit supporting documents provided that the adult simplified form is completed and applicants meet the requirements on the instruction sheet.

Adult Simplified Form <https://www.pica.gov.jm/sites/default/files/Forms/Adult%20Renewal%20Form%20%28Simplified%29.pdf>

Instruction Sheet <https://www.pica.gov.jm/sites/default/files/Forms/Instruction-Sheet-Adult-Renewal-form-Final.pdf>

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