



# CONSULATE-GENERAL OF JAMAICA, TORONTO

## REQUIREMENTS FOR THE RENEWAL OF MINOR JAMAICAN PASSPORTS

An applicant is eligible to apply his or her Jamaican Passport provided that he or she is in possession of a Jamaican Birth Certificate or Certificate of Citizenship.

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>
- Passport (current or expired)
- Birth Certificate, Adoption Certificate or Citizenship Certificate;
- Official Change of Name Document e.g. Court Order, Deed Polls registered through the Courts or the Country's Record Office (where applicable);
- Valid Government issued ID (Driver's Licence, Permanent Resident Card or Passport) of the parent submitting the application;
- Two (2) identical passport sized photographs certified by a Notary Public, Justice of the Peace, Commissioner of Oaths, Medical Doctor and 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

- Fifty Canadian Dollars (CDN\$50.00) 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.

Consulate General of Jamaica, Toronto  
303 Eglinton Avenue East  
Toronto, ON MP4 1L3