**BOT** 

# **GET IT RIGHT**

USE BLACK BIRO ONLY.

SECTION 1

# **GET IT RIGHT**

This form is for British Overseas Territory Citizen applicants only

SECTION 2

# **GET IT RIGHT**

Please include your full address, including state or province, and post code where applicable. You should include the international code in the phone number boxes.

We will contact you once your passport is ready for collection

If there are any details that you are not able to fit in the boxes in section 2, use the boxes in section 8 to provide the information in full.

# British Overse

# Overseas Territory passport application

BOT/01/01

Please check the accompanying guidance to this form carefully.

Fill in this form in **CAPITAL LETTERS** and **black biro** only. Please write only within the white boxes. Your application may be delayed if you make a mistake, if you do not enclose the necessary documents or fee, or if you send photos that do not meet our guidance. We will electronically scan and store the information you provide. Your passport will have a digital image of your photo and signature. We will check the details you provide using information held by public and private sector organisations in order to determine whether to issue a passport. Those details may be used by Her Majesty's Passport Office to test our systems and to ensure the effective operation of passport services. We may also contact you to ask if you are satisfied with such services. We may pass information held on your passport and on related passport records to public and private sector organisations in the UK and outside the UK when you use your passport, obtain a service or when it is in the public interest to do so.

Further information can be found on our privacy statement at www.gov.uk/hm-passport-office.

What type of	passport are v	ou applying for?	Put a cross ()	X) in the	relevant box.

Renewal of your passport (If you are an adult, see further information on section 1 of the guidance notes.)  Your first British Overseas Territory Citizen Passport  Adult Child (under 16)  Replacement for a passport that is lost, damaged or stolen  Adult Child (under 16)  Extension of a passport to full validity  Adult Child (under 16)  Changes to your existing passport (the renewal fee applies)  Do not use  Do not use  Who is the passport for?  Cross (X) box Mr, Mrs, Miss, Ms, or write your title.  Mr Mrs Miss Ms or title  Surname  Hirst and middle names  Maiden or all previous names (surname first)  Current address (house number, street name, town/city)  Current address (house number, street name, town/city)
Replacement for a passport that is lost, damaged or stolen  Adult Child (under 16)  Extension of a passport to full validity  Changes to your existing passport (the renewal fee applies)  Do not use  Do not use  Who is the passport for?  Cross (X) box Mr, Mrs, Miss, Ms, or write your title.  Mr Mrs Miss Ms or title  First and middle names  Maiden or all previous names (surname first)  Current address (house number, street name, town/city)
Extension of a passport to full validity  Changes to your existing passport (the renewal fee applies)  New photo  Do not use  Do not use  Who is the passport for?  Cross (X) box Mr, Mrs, Miss, Ms, or write your title.  Mr Mrs Miss Ms or title  Surname  Maiden or all previous names (surname first)  Current address (house number, street name, town/city)
Changes to your existing passport (the renewal fee applies)  Do not use  Do not use  Who is the passport for?  Cross (X) box Mr, Mrs, Miss, Ms, or write your title.  Mr
Do not use  Who is the passport for?  Cross (X) box Mr, Mrs, Miss, Ms, or write your title.  Mr
Who is the passport for?  Cross (X) box Mr, Mrs, Miss, Ms, or write your title.  Mr Mrs Miss Ms or title   Surname  First and middle names  Maiden or all previous names (surname first)  Current address (house number, street name, town/city)
Who is the passport for?  Cross (X) box Mr, Mrs, Miss, Ms, or write your title.  Mr
Cross (X) box Mr, Mrs, Miss, Ms, or write your title.  Mr
Mr Mrs Miss Ms or title  Surname  First and middle names  Maiden or all previous names (surname first)  Current address (house number, street name, town/city)
Surname  First and middle names  Maiden or all previous names (surname first)  Current address (house number, street name, town/city)
First and middle names  Maiden or all previous names (surname first)  Current address (house number, street name, town/city)
Maiden or all previous names (surname first)  Current address (house number, street name, town/city)
Current address (house number, street name, town/city)
Current address (house number, street name, town/city)
Country Postcode
Date of birth (DD/MM/YYYY)  Gender Cross (X) the relevant box.  Male Female
Town of birth
Mobile phone number  Alternative phone number
E-mail address (You do not have to fill in your e-mail address in capital letters.)

	SECTION 3	Have you had or been included on any sort of passport before?  (You must fill in this section.)
	GET IT RIGHT  If you are applying to replace a lost or stolen	A Has the person named in section 2 had any sort of passport (British or otherwise) or been included in any passport before?  Yes Go to 3B below.
	passport, you must also fill in form LS01. Please refer to the guidance	B You must send us all uncancelled passports with the application (say how many in the box). If the passports are lost or stolen, go to 3C.  1 Passport number 2 Passport number 3 Passport number
	booklet for details on where to obtain form LS01. We cannot process your application until you send us form	c Details of the lost and stolen passport  Lost/Stolen Passport number
	LS01 If you have already sent us form LS01 please tell us at Section 8.	Issued at in year Holders surname at the time it was issued
	Section 6.	First and middle names
		How the passport was lost, or why it is not available
		Date of loss (DD/MM/YYYY)  Place of loss
	SECTION 4,	Parents' details  If both parents named below were born after 31st December 1982 OR were born outside the territory in which you are applying, we will also need the full name, town, country, date of birth and date of marriage of your grandparents (or details of your parents claim to British
	Fill in this section if you are applying:	Overseas Territory Citizen). Write these details in Section 8, or on a separate piece of paper.  Mother's or Parent 1's full name (surname first)
	- for your first adult British Overseas Territory Citizen passport	Town and country of birth
	to replace a British     Overseas Territory     Citizen passport that     has been lost, stolen or	Date of birth (DD/MM/YYYY)  Nationality and citizenship at the time of the applicant's birth  If they have a British Overseas Territories passport give the number  Date of issue (DD/MM/YYYY)
	damaged – for a British Overseas Territory Citizen passport for a child	Date of marriage or civil partnership to the father or second parent of the person named in section 2 (if this applies).
	under 16, or to extend a British Overseas Territory Citizen passport.	Father's or Parent 2's full name (surname first)
	If there are details you are not able to fit in the boxes in section 4, use	Town and country of birth  Date of birth (DD/MM/YYYY)  Nationality and citizenship at the time of the applicant's birth
	the boxes at section 8 to include extra information.	If they have a British Overseas Territories passport give the number  Date of issue (DD/MM/YYYY)
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SECTION 5	Certificate of registration or naturalisation BOT/01/03	ا													
	Has the person named in section 2 been granted a certificate of registration or naturalisation?  Cross (X) the box.  Date DD/MM/YYYY														
	No Certificate number  Yes Give the date of issue here and details below.  Place of issue														
SECTION 6	Children aged 12-15														
GET IT RIGHT	If the person named in section 2 is aged 12 to 15, they must sign and date this section														
Please read the notes on applications for children. Section 9 must be signed by a	Children's signature. Applications will only be valid if you: - Sign the white signature box below using black biro - Keep within these marks														
person with parental responsibility for the	- Keep within these ' marks - Put date in date box to the right  Date DD/MM/YYYY    Date DD/MM/YYYY														
child.															
SECTION 7		$\dashv$													
This area is intentionally blank, please do not write in this area															
SECTION 🛞	More information If you need more space, please see the information on section 8 in the guidance notes at www.gov.uk														
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	Time of account														
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# SECTION Q

## **GET IT RIGHT**

If a parent or guardian is signing section 9. they must have parental responsibility and should give their relationship to the child. If the parents are not married, the father will not normally have parental responsibility. Please see the guidance notes for more details.

SECTION 1

# **GET IT RIGHT**

The person acting as the countersignatory must sign section 10.

# **GET IT RIGHT**

Please enclose two

photos taken in the last month that meet the photo guidance. On the back of only one photo, the countersignatory must write "I certify that this is a true likeness of..."giving the full name and title of the person named in section 2. The

countersignatory must sign and date this endorsement.

# **GET IT RIGHT**

Please use the boxes at Section 8 to tell us which country's passport your countersignatory holds, and his or her email address

## **GET IT RIGHT**

To avoid unnecessary delays, please do not use a label or stamp on this form.

Declaration This must be filled in by the person named in section 2. If under 16, their parent or guardian must fill this in instead. BOT / O 1 / O 4

It is a criminal offence to make a false statement to get a passport. If you have made a false statement on this form, you could be prosecuted and could go to prison. Our work includes checking that the countersignature in section 10 is genuine.

Signature

I declare that I am 16 years or over (or will be within two weeks) and that:

- I will return a lost passport to a British Overseas Territories Passport Office if it comes into my possession; I, or the person named in section 2 of this application (if different), am a British national and have not lost or given up my national status; I have stated if the person named in section 2 was born of a surrogacy arrangement;
- 4 I do not owe any money to the British Overseas Territories Government for repatriation or similar relief; 5
- this application does not break the terms of any court order to which I, and the person named in section 2 (if different) am subject;
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By countersigning this application you agree

to us checking passport records to confirm

vour countersignature

correct; he application is for a child, I have parental responsibility d I have enclosed any court orders that relate to the child's sidence, contact or removal from the British Overseas Territory/ untry of residence; r the person named in section 2 of this application (if different), derstand that by voluntarily applying for a British Overseas rritories Citizen passport, I may lose my citizenship of another untry; and ave read both the guidance notes and the caution above and ly understand the consequences of my actions in applying for assport. if signing on behalf of a child (title, first name and surname)														Арј - S	olica Sign 1	tions t <b>he v</b>	are vhite	only sigr	valid 1atui	if yo	ou: ox be			ck bi	ro I		
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Countersignatory If a countersignature is needed, they must fill in this section after the rest of the form has been filled in.

Caution

Name

Relati

It is a criminal offence to make a false statement to help someone get a passport. Check the form properly before you fill in this section. If you have made any false statements on this form, or if you know that the person applying has made any false statements on this form, you could be prosecuted and could go to prison.

Our work includes checking that your details are genuine. As a result, we may need to contact you. You should not

sign this form if you are a relative of the person applying. If the application is for a child, you are confirming the identity of the adult signing in section 9. You must IMPORTANT also be able to identify the child in order to certify the photograph.

Fill in the following in CAPITAL LETTERS and black biro. (cross (X) box Mr. Mrs. Miss. Ms. or write your title)

Mr		Mrs	ш	Miss	ш	Ms		or	title																				
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Suri	name	)																											
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		vrs																											
Ove	As far as I know, the information on this form is correct. I hold either a full current British, Irish, other EU, US, British  Overseas Territory or Commonwealth passport (delete as appropriate). I have read the caution and I understand it.  Profession, professional qualifications or position in the community																												
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using black biro

Put date in date box to the left