

KENYAN PASSPORTS

GENERAL INFORMATION

Please note that five-year passports are no longer being renewed. Passports which expire after five years need to be replaced with a new ten-year passport.

Kenyan passports are now available for ten (10) years. If at anytime a passport contains no further space for visas, a new passport must be obtained. As always, you may apply for a new passport **six (6) months** before expiry.

CAUTION

Passports are valuable documents and should not be altered in any way or allowed to pass into possession of unauthorized person(s). If lost, withdrawn or destroyed, the fact and circumstances should be immediately reported to the Kenya Embassy and the local police. New passports can only be issued in such circumstances after exhaustive enquiries.

When applying for a new passport, we advise that you should apply for it well in advance, at least **six (6) months** before expiry of the passport or your travel date. It takes eight (8) weeks or more to process the Passport in Kenya.

Note: Incomplete Applications will not be accepted or forwarded to Nairobi

Please send all payments to our bank account and provide proof of payment:

Account Name: KENYA EMBASSY

Bank: BANK AUSTRIA

Account Number: 10112183200

IBAN: AT94-1200-0101-1218-3200

REQUIREMENTS FOR APPLICATION OF NEW PASSPORT

The following is required for an application for a new passport, or replacement of a passport after ten (10) years:-

1. Two (2) copies of the application Form 19 duly filled with full names, addresses, e-mail and phone etc. Section 7 is not applicable in Austria or abroad;

2. Two (2) copies of passport pages with endorsements of your profession, changes or deletions and Bio photo;
3. Three (3) passport size photos which should be:
 - Clear - they should not be blurred nor have a dark hue, all facial features should be clearly outlined;
 - With full face and both ears showing;
 - Taken against a white background,
 - The size of the photo should be 2.5 inches (6.1cm) by 2 inches (5.8cm);
 - Weaves and hair should not cover the forehead or the rest of the face;
 - Decent - ladies should not be wearing strappy or strapless tops;
 - Without shadows in the background;
 - The applicant is not smiling or laughing;
 - Taken without spectacles.
4. Two (2) copies of your birth certificate. The back page of the certificate is required if it has official endorsements;
5. Two (2) copies of your marriage certificate, or divorce decrees (translated into English);
6. Two (2) copies of a Deed Poll (if your change of name was not thru marriage);
7. Two (2) copies of Kenyan ID;
8. Passport fees are as follows:
 - A Series – Kshs. 4,500;
 - B Series – Kshs. 6,000;
 - C Series – Kshs. 7,500
 - Diplomatic – Kshs. 7,500
9. A self-addressed stamped, registered envelope (your name should be on the letter box).

PASSPORT APPLICATION FOR CHILDREN FROM 0 TO 16 YEARS

The following is required for an application for children:

1. Two (2) copies of the application Form19 duly filled with full names, addresses, e-mail and phone etc. Section 7 is not applicable in Austria or abroad;

2. Two (2) copies of passport pages with endorsements of your profession, changes or deletions and Bio photo;
3. Three (3) passport size photos which should be:
 - Clear - they should not be blurred nor have a dark hue, all facial features should be clearly outlined;
 - With full face and both ears showing;
 - Taken against a white background;
 - The size of the photo should be 2.5 inches (6.1cm) by 2 inches (5.8cm);
 - Weaves and hair should not cover the forehead or the rest of the face;
 - Decent - ladies should not be wearing strappy or strapless tops;
 - Without shadows in the background;
 - The applicant is not smiling or laughing;
 - Taken without spectacles.
4. Two (2) copies of your birth certificate. The back page of the certificate is required if it has official endorsements. All certificates have to be translated into English if they are in a foreign language;
5. Copies of Kenyan passport of parent(s) as described in No. 2;
6. Copy of Kenyan ID of parent(s);
7. Duly filled parent consent form.

APPLICATION FOR NEW PASSPORT DUE TO LOSS

ALL the documents mentioned to apply for a new passport are required for such applications plus the following:

- a) Two (2) copies of a Police Report (translated into English);
- b) The passport fee in cases of a lost passport is: Kshs. 12,000;
- c) A self-explanatory letter on how the passport got lost;
- d) A sworn affidavit from a lawyer/notary about how the passport got lost (inEnglish).

APPLICATION FOR NEW PASSPORT DUE TO DAMAGE

ALL the documents mentioned to apply for a new passport are required plus thefollowing:

- a) Passport fee for a damaged passport: Kshs.10,000;
- b) Self-explanatory letter how the passport got damaged.

EMERGENCY TRAVEL DOCUMENT

This document is issued only in emergency cases after loss of Kenyan passport. This document is a one-way emergency travel document and is issued for repatriation to Kenya only. Please note each case is investigated thoroughly.

Requirements include:

- Interview at the Embassy;
- Two (2) passport size photos;
- Proof of Kenyan citizenship;
- Police Report if passport is lost;
- Cost: €20.