

- Nigerian Embassy Passport Appointment - Requirements

First Issue (Fresh)

Original and photocopies of:

- Duly completed passport application form and 2 passport sized photographs.
- Payment acknowledgement slip/receipt.
- Guarantor's Form duly completed and signed by the Guarantor with the copy of his/her Nigeria passport data page and 2 passport photographs attached.
- Birth Certificate or Age Declaration or Attestation of Birth (as applicable) from National Population Commission duly legalized by the Ministry of foreign affairs Abuja (For applicants born in Nigeria).
- Certificate of Origin or Certificate of Identification from the applicant's LGA in Nigeria or National ID card.
- Copy of any other passport in possession.
- Resident Permit (as applicable).
- Residents' registration document (ID Card).

Additional requirements for children under 18 years

- Letter of consent written and signed by both biological parents (whose names must appear on the birth certificate).
- Evidence of Nigerian citizenship of parent(s).
- Parents' passport data pages.
- Single parents must present evidence of total custody (divorce court judgement or death certificate of the other parent).

Reissue (Renewal)

Original and photocopies of:

- Expired/expiring passport booklet.
- Duly completed passport application form and 2 passport sized photographs.
- Payment acknowledgment slip/receipt.
- Guarantor's Form duly completed and signed by the Guarantor with the copy of his/her Nigeria passport data page and 2 passport photographs attached.
- Resident Permit (as applicable).
- Residents' registration document (ID Card).

Additional requirements for children under 18 years

- Letter of consent written and signed by both biological parents (whose names must appear on the birth certificate).
- Parents' passport data pages.
- Single parents must present evidence of total custody (divorce court judgement or death certificate of the other parent).

Lost/Stolen/Damaged passport

Original and photocopies of:

- Formally written and signed application for reissue of lost/stolen/damaged passport.
- Damaged passport booklet/copy of lost or stolen passport's data page showing passport number and date of issue, OR
- Police report on the loss/stolen of passportExpired/expiring passport booklet. (must be translated in english and bring along the both versions)
- Duly completed passport application form and 2 passport sized photographs.
- Payment acknowledgement slip/receipt.
- Guarantor's Form duly completed and signed by the Guarantor with the copy of his/her Nigeria passport data page and 2 passport photographs attached.
- Resident Permit (as applicable).
- Residents' registration document (ID card).

Additional requirements for children under 18 years

- Letter of consent written and signed by both biological parents (whose names must appear on the birth certificate).
- Parents' passport data pages.
- Single parents must present evidence of total custody (divorce court judgement or death certificate of the other parent).

Change of Surname (due to marriage, divorce or death of spouse)

Original and photocopies of:

- Formally written and signed application for reissue of passport with change of data as applicable.
- Expired/expiring passport booklet.
- Duly completed passport application form and 2 passport sized photographs.
- Payment acknowledgement slip/receipt.
- Guarantor's Form duly completed and signed by the Guarantor with the copy of his/her Nigeria passport data page and 2 passport photographs attached.
- Resident Permit or foreign passport
- Copy of residents' registration document (ID Card).
- Marriage certificate.
- Statutory evidence of change of name due to marital status (Affidavit etc.)
- Legalized Publication of name change in any Nigerian newspaper.
- Evidence of maiden name.
- Spouse's proof of ID such as International Passport or National Identity Card.
- Divorce certificate (for divorcees only)
- Death Certificate of spouse (for widows only)