

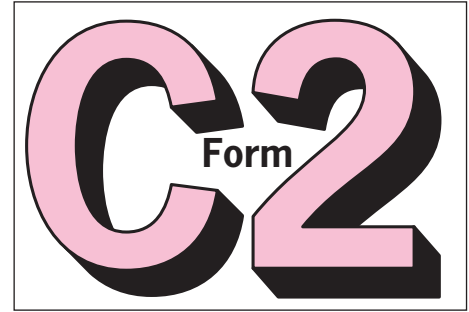
Please complete Child's name (and use ink and capital letters, if handwriting)

Initials \_\_\_\_\_

Family name \_\_\_\_\_

Date of Travel ☺ \_\_\_\_\_

**NB. Child must be in the country where this application is being made. If you do not complete all of the sections as indicated, the application will likely be refused.**



**Do NOT use this form if**  
the child is 16 or over – use Form C1;  
the child is a British National  
(Overseas) through having a  
connection with Hong Kong–use  
Form BNO-B.  
(Forms obtainable from any British  
Consulate or High Commission)

# Application for United Kingdom Passport for applicants under 16

**Read this section  
before you  
complete the form**

Use this form if you are applying for a United Kingdom passport and the child is a British citizen, British Overseas Territories citizen, British Overseas citizen, British subject or British protected person.

The fee for the passport is payable in local currency at the time of application. A consular premium is included in the fee to provide consular assistance to distressed British nationals. Where the new passport is to be sent to you by post, please send the appropriate postal charges (including registered post fee) with the remittance.

Dual nationality: if the child possesses the nationality or citizenship of another country, he/she may lose this when he/she acquires a British passport. Please check with the authorities of the other country before making your application.

☺ **How long does it take to get a passport?** Wherever possible, please submit the application, whether by post or in person, at least 4 weeks before you need the passport. If you enter a Date of Travel above we will try to issue the passport before then.

**There is a separate sheet of Notes to help you complete the form. Please refer to these whenever the form tells you to, and follow symbols, e.g. # to INTERPRETATION for definitions at the back of the form. Information contained in this form and on the passport record to which this application relates may be passed to other government organisations and law enforcement agencies for the purpose of checking your application and in the subsequent use of any passport issued as a result of this application.**

### Type of service required

If he/she has one you should submit the child's previous British passport with this application.

Please tick the following box(es) as appropriate. This is:

- A the child's first standard UK passport or a replacement for a standard UK passport that is lost or otherwise unavailable  
..... **First Passport**.....  **Lost/Unavailable**.....
- B the renewal of the child's existing standard UK passport.....
- C a change of the child's personal particulars or extension..... **New Name**.....  **New Photo**.....   
..... **Extending the validity period**.....

Please  
initial here



### THE SPACE BELOW IS FOR OFFICIAL USE ONLY

Next action

Empty table for next action details.

Horizontal lines for official use only.

Please use ink and capital letters, if handwriting  
Write all dates using the format dd/mm/yy

**1a**

To be completed by all applicants  
Tick box(es) as appropriate

**Child's details**

Mr  Master  Miss  Other (Please state)

Family name

Christian or given names

Age last birthday Sex: Male  Female

Permanent address (if return address is different please enter in Section 6)

Postcode

Daytime telephone no.

*(we may need to get in touch with you urgently)*

Town of birth

Country of birth

Date of birth

**Has the child's name been changed other than by adoption?**

Yes  No

Give the previous name

**Was the child born in a foreign country and the birth registered at a British Consulate?**

Yes  No

Name of British Consulate

Date of registration

**1b**

Was the child registered as a British citizen, British Dependent/Overseas Territories citizen, British Overseas citizen, British subject or British protected person?

Yes  No

**See Note 1** and then complete details of citizenship documents

Number of document

Place of issue

Date of issue

**Go to Section 2**

**2**

To be completed by all applicants  
See Note 2

**Father's# details**

His full name, family name first

His town and country of birth

His date of birth

His citizenship **at the time of the child's birth**, and if he was not a British citizen, his immigration status in the United Kingdom\*

**If he has a British passport give:**

Number of passport

Place and date of issue

**If he became a citizen of the United Kingdom and colonies, British citizen, British Dependent/Overseas Territories citizen by naturalisation or registration give:**

Number of his citizenship document

Place and date of issue

**Mother's details**

Her full name, family name first

Her town and country of birth

Her date of birth

Her citizenship **at the time of the child's birth**, and if she was not a British citizen, her immigration status in the United Kingdom\*

**If she has a British passport give:**

Number of passport

Place and date of issue

**If she became a citizen of the United Kingdom and colonies, British citizen or British Dependent/Overseas Territories citizen by naturalisation or registration give:**

Number of her citizenship document

Place and date of issue

**Parents' marriage**

Date of marriage

Place of marriage

**Go to Section 3**

Please  
initial here



# 7

## Declaration of parent (or guardian)

To be signed by all applicants  
See Note 5

I, the undersigned applicant for the issue of a passport to  
.....(insert name of child),  
declare that:

- 1 My rights in respect of the above named child have not been limited in any way by the order of any court having jurisdiction over him/her.
- 2 The child has not previously held a passport of any description, or been included in one, other than that stated above and no other application for a passport for the child has been made.
- 3 **The child is, today, in the country of application and will be at the time of issue.**
- 4 (delete if not appropriate) If the passport mentioned in **Section 4** comes again into my possession, I will return it immediately to a British passport issuing authority.
- 5 No one included in this application owes money to Her Majesty's Government for repatriation or similar relief.
- 6 No one included in this application has been adopted outside the United Kingdom\* or a qualifying territory<sup>II</sup>, except as mentioned in **Section 6**.
- 7 The child is a  
British citizen or  
British Overseas Territories citizen or  
British Overseas citizen or  
British subject or  
British protected person  
  
and has not lost or renounced this status.
- 8 All information given in this application is correct to the best of my knowledge and belief.

Sign in box (Parent/Guardian) \_\_\_\_\_ Date \_\_\_\_\_

Relationship to child (e.g. Father#, Mother)

### IMPORTANT - KEEP WITHIN BORDER.

Failure to comply with this instruction will invalidate the application.

Sign in box \_\_\_\_\_ Date \_\_\_\_\_  
(Child if aged 12-15, otherwise leave blank)

### IMPORTANT - KEEP WITHIN BORDER.

Failure to comply with this instruction will invalidate the application.

Go to Section 8

# 8

## Countersignature. THIS SECTION MUST BE COMPLETED BY THE COUNTERSIGNATORY

See Note 6

- 1 Please read the CAUTION below
- 2 Endorse the back of the photograph by writing 'I certify that this is a true likeness of (insert name of child)' and add your signature, and the date on which the likeness was compared. Read what the applicant has put on this form, and
- 3 Complete the following in ink and capital letters.  
I, (insert your full name)

certify that the applicant (i.e. the parent/guardian whose signature appears in Section 7) has been known personally to me for \_\_\_\_ years, and that to the best of my knowledge and belief the facts stated on this form are correct. I am a British citizen/citizen of \_\_\_\_\_ (insert country)

### SIGN

Profession (and professional qualifications)	
Name of firm, business address or official stamp (if applicable)	
Current British passport number (if applicable)	
Daytime telephone number	Date

### Checklist

#### When you have completed the form

Please check that you have enclosed all of the following:-

- Photographs (one certified on back)–**See Note 7** .....
- Fee–**See Note 8** .....
- Documents–**See Note 9** .....

and remember to sign the form at **Section 7 'Declaration of parent (or guardian)'**

**It is IMPORTANT that all applicants read notes**

## FOR OFFICIAL USE ONLY

### CAUTION

You are warned that the making of an untrue statement for the purposes of procuring a passport is a criminal offence. A check may be made on the authenticity of countersignatories. The application should not be countersigned until the form has been completed, signed and dated by the applicant.

# Application for United Kingdom Passport for applicants under 16

## Notes for FORM C2

**Please keep these Notes until you receive the passport**

### **Note 1 – Section 1b – Registration**

You should complete Section 1b if the child was registered at the Home Office or by the Governor of a British Overseas Territory and became a British citizen, British Dependent/Overseas Territories citizen, British Overseas citizen, British subject or British protected person. You should forward the child's original citizenship document with the form when applying for a first passport.

If the child was registered as a British Overseas Territories citizen after 20 May 2002 he/she will only be eligible for passport facilities as a British citizen once he/she has been registered as such a citizen by the Home Office in the United Kingdom.

### **Note 2 – Section 2 – Parents' Details**

Because birth in the United Kingdom\* after 31 December 1982 does not automatically confer British citizenship, additional information and documentation is required to establish the national status of the child under the British Nationality Act 1981, which came into force on 1 January 1983.

After 20th May 2002 the same requirements apply for birth in a qualifying territory<sup>II</sup>.

If the child was born outside the United Kingdom\* or a qualifying territory<sup>II</sup> he/she may have a claim to British citizenship and/or British Overseas Territories citizenship if he/she had a parent or parents born in the United Kingdom\* or a qualifying territory<sup>II</sup>.

### **Note 3 – Section 3 – Previous Passport**

If the child has had a previous British passport, a Commonwealth passport, a foreign passport or other travel document of any description or been included in one you should tick Yes and complete the details.

If the child has never held a passport of any kind, you should tick No.

If the child was born outside the country of application, you should send the passport in which the child was included when he/she previously travelled.

If the child is included in your British passport, or in a relative's British passport, you should enclose it with this application so that the child's particulars may be deleted from it.

### **Note 4 – Section 4 – Lost or Stolen Passports**

Please give as much information as you can. A new passport can only be issued after exhaustive enquiries.

You also need to complete a 'Lost or Stolen Passport Notification' form (Form LS01).

### **Note 5 – Section 7 – Declaration of Parent (or Guardian)**

A parent (or guardian) should complete and sign Section 7. If the child is illegitimate, the mother should give consent. If for any reason a parent/guardian is not available to complete and sign the form the adult responsible for the child may do so provided a parent/guardian gives written consent or writes a letter explaining the circumstances. This together with evidence of the parent's/guardian's identity and relationship to the child, for example, their passport and long-form birth certificate, should accompany the application. In some countries it may be necessary for both parents to sign.

### **Note 6 – Section 8 – Countersignature**

When you have completed the form, someone who has known **You** (not the child) personally for at least two years should complete and sign Section 8. That person should be a British citizen, other British national or Commonwealth citizen who is a Member of Parliament, Justice of the Peace, Minister of Religion, Bank Officer, Established Civil Servant, or professionally qualified person, e.g. Lawyer, Engineer, Doctor, School Teacher, Police Officer or a person of similar standing. Procedures include a check on the authenticity of countersignatories.

If you do not know a British national or other Commonwealth citizen locally with those qualifications, a citizen of the country in which you are residing may complete and sign the form, provided he/she has a similar standing in that country has known you for two years and the Consul considers his/her signature to be acceptable. A member of your family should not countersign. (See also **Note 7, 'Photographs'**). In certain cases you may be asked to produce further documentary evidence of identity for the child.

## Note 7 – Photographs

Please send two identical copies of a photograph of the child taken within the last three months.

The photographs should be in colour or black and white and taken full face without a hat or dark spectacles, and must have a white background. Provided they show the full face, religious head covering need not be removed. The size should be 45mm by 35mm (1.77 inches by 1.38 inches) and they should be printed on normal thin photographic paper and unmounted.

The person who countersigns your application (See **Note 6**) should also write on the back of one photograph the words 'I certify that this is a true likeness of.....' and add his/her signature and the date.

## Note 8 – Fee

The fee for a United Kingdom passport is payable in local currency at the time of the application.

## Note 9 – Documents to be produced

**Photocopies of birth, marriage or naturalisation certificates or registration documents are NOT acceptable for passport purposes.**

The following page shows which documents you should produce with the application. Please study it carefully and make sure that you submit the right documents. Documents are not normally needed if you are surrendering the child's recently expired, unrestricted previous British passport showing the national status as British citizen, British Dependent/Overseas Territories citizen, British Overseas citizen, British subject or British protected person and all other details are the same.

## Note 10 – How to submit your application

Wherever possible please submit the application at least four weeks before you need the passport.

Once you have completed and signed the form, please then complete the checklist on the back of the form.

## INTERPRETATION

- # Father, for the purposes of nationality and eligibility for passports, refers ONLY to the father of a legitimate child.
- \* United Kingdom includes England, Scotland, Wales, Northern Ireland, the Channel Islands and the Isle of Man. The European Union<sup>◇</sup> (EU) provisions relating to the free movement of labour and the right of establishment do not apply to Channel Islanders and Manxmen unless they can show that they have a close connection with mainland United Kingdom through birth, descent, adoption, naturalisation, registration or residence. They may, therefore, be asked for information to determine whether such a connection exists. Where it does not, the passport will be endorsed to the effect that the holder is not entitled to benefit from EU provisions relating to the free movement of persons and services.
  - ◇ European Union member states are Austria, Belgium, Denmark, Finland, France, Germany, Greece, Ireland, Italy, Luxembourg, the Netherlands, Portugal, Spain, Sweden and the United Kingdom.  
New member states from 1 May 2004 are Cyprus, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Malta, Poland, Slovak Republic and Slovenia.
- II Qualifying Territories for the purposes of the British Nationality Act 1981 and the British Overseas Territories Act 2002 are Anguilla, Bermuda, British Indian Ocean Territories, Cayman Islands, Falkland Islands and Dependencies, Gibraltar, Monserrat, Pitcairn (Henderson, Ducie and Oeno Islands), St Helena and Dependencies, Turks and Caicos Islands and British Virgin Islands.

## DOCUMENTS TO BE PRODUCED FOR A BRITISH CITIZEN PASSPORT

### If the child was born or adopted IN the United Kingdom\*, or IN a qualifying territory<sup>II</sup> AFTER 20 May 2002;

- A. Child's **full** birth or adoption certificate showing both parents'/adoptive parents' names: plus.
- B. If the mother/adoptive mother was born in the United Kingdom\* or a qualifying territory<sup>II</sup>, her **full** birth certificate: or
- C. If the father#/adoptive father only was born in the United Kingdom\* or a qualifying territory<sup>II</sup>, his **full** birth certificate, **full** marriage certificate and evidence of termination of any previous marriages: or
- D. If neither parent/adoptive parent was born in the United Kingdom\* or a qualifying territory<sup>II</sup>, evidence that the mother/adoptive mother is a British citizen or similar evidence that the father#/adoptive father is a British citizen, his **full** marriage certificate and evidence of termination of any previous marriages: or
- E. If neither parent is a British citizen, their passports or other evidence that they are "settled" in the United Kingdom\* with indefinite leave to remain. If only the father# is "settled" his **full** marriage certificate and evidence of termination of any previous marriages should also be supplied. Adopted children of non-British citizen parents who are "settled", do NOT have an automatic claim to British citizenship.

### If the child was born OUTSIDE the United Kingdom\*, or OUTSIDE a qualifying territory<sup>II</sup> after 20 May 2002;

- F. The child's consular birth certificate: or
- G. If the parent(s) were born in the United Kingdom\* or a qualifying territory<sup>II</sup> documentary evidence as at B or C above and the child's **full** local or British Forces birth certificate showing parents' names: or
- H. If neither parent was born in the United Kingdom\* or a qualifying territory<sup>II</sup>, documentary evidence that the mother is a British citizen otherwise than by descent, e.g. naturalisation or registration certificate; or similar evidence that the father# is a British citizen otherwise than by descent, his **full** marriage certificate and evidence of termination of any previous marriages.

### If the child is a British citizen by registration

- I. The child's registration document.

### If the child was adopted OUTSIDE the United Kingdom\* or a qualifying territory<sup>II</sup> by (a) British citizen parent(s);

Adoption overseas does NOT by itself confer British nationality. If the child was adopted outside the United Kingdom\* or OUTSIDE a qualifying territory<sup>II</sup> after 20 May 2002 you should state the date and place of adoption and nationality of adoptive parents in Section 6 and consult the nearest British Consulate, Embassy or High Commission.

## OTHER BRITISH NATIONAL PASSPORTS

If the child is a British Dependent/Overseas Territories citizen, British Overseas citizen, British subject or a British protected person by registration you should supply the child's document showing that particular description.

Where the child is both a British citizen and a British Overseas Territories citizen you should indicate in Section 6 which status you require on the details page of the passport. If you are applying for a passport describing the child as a British Overseas Territories citizen you should construe references to the United Kingdom\* or a qualifying territory<sup>II</sup>, as pertaining to the territory from which the child derives his/her national status and references to British citizen as pertaining to British Overseas Territories citizen.

## OTHER MEANS OF ESTABLISHING IDENTITY

For first passport applications you may be asked to attend an interview and/or produce other documentary evidence of identity for the child, e.g. school and/or medical records and family photographs.

## CHANGE OF NAME

If the child's name has been changed otherwise than by adoption you should **also** provide documentary evidence that the name has been changed for all purposes. A deed poll and/or statutory declaration **together with at least three** other documents in the new identity would normally be sufficient.

## PREVIOUS PASSPORT

When you apply for a new passport for the child you must surrender any previous British passport for cancellation. A new passport may not be post-dated to the date of expiry of a previous passport.

## FOOTNOTES

### **British Nationality Act 1981**

The British Nationality Act 1981 created three new citizenship categories to replace citizenship of the United Kingdom and Colonies. These were:–

- A. British citizenship for those persons with a right of abode in the United Kingdom\*;
- B. British Dependent Territories citizenship for those persons with a close connection with a British Dependent Territory; (British Dependent Territories citizens became British Overseas Territories citizens on 26 February 2002 and most of those also became British citizens on 21 May 2002); and
- C. British Overseas citizenship for those citizens of the United Kingdom and Colonies who had no right of abode in the United Kingdom\* or close connection with a then British Dependent Territory (now British Overseas Territory).

### **Immigration Status**

From 1 January 1983 no endorsement about immigration status is applied to passports issued to British citizens as they are automatically exempt from United Kingdom immigration control and have the right to take up employment or to establish themselves in business or other self-employed activity in another member state of the European Union◇.

However, it will continue to be necessary to determine the immigration status under the Immigration Act 1971 of all applicants for passports. Passports issued to British Overseas citizens, British subjects or British protected persons will continue to be endorsed to show their immigration status under that Act.

### **How to obtain birth or adoption certificates**

If the child was born or adopted in England and Wales you can obtain a birth/adoption certificate from the General Register Office, Smedley Hydro, Trafalgar Road, Birkdale, Southport, Merseyside, PR8 2HH. The despatch of certificates may be expedited if, when you write, you state full particulars of the child, date and place of birth (full address) and full names of parents including mother's maiden name.

For births or adoptions which occurred in Scotland, Northern Ireland or Ireland apply respectively to the Registrar-General, New Register House, 3 West Register Street, Edinburgh EH1 3YT; the Registrar-General, Oxford House, 49-55 Chichester Street, Belfast BT1 4HL; the Registrar-General, Joyce House, 8-11 Lombard Street East, Dublin 2.

If the child was born overseas and the birth was registered at a British Embassy, Consulate, High Commission or HM Forces Unit, you may also obtain certificates from the General Register Office in Southport.