



**EMBASSY OF THE REPUBLIC OF GHANA
BRUSSELS - BELGIUM**

Passport Application

Requirements Checklist

- One (1) standard passport-sized photo.
- Proof of Ghanaian citizenship (i.e. Previous Ghanaian passport, originals & photocopies).
- Processing fee.
- For New Borns in Belgium please add Original Birth Certificate (translated if not in English)

Lost, Damaged or Stolen Passports

- Documents to support identity (originals & photocopies).

Copy of missing/damaged previous Ghanaian passport, if available

Applicants must produce a Police Report, a birth certificate [*legalised by the Ministry of Foreign Affairs, Accra and Judicial Services*], an affidavit and Proof of Identity.

Change of Name

This must be supported by duly-authenticated [*gazetted*] documents.

Method of Payment

Bancontact payments for passport applications.

Refunds

Consular fees once paid are not refundable

Photographs

The application should be submitted with one (1) standard passport-sized photograph taken full face on a plain background within six months of the date of application.