



Descent Replacement- Lost Document Checklist

| No. | Document Required | Additional Details | For Official Use Only |
|-----|---|--|-----------------------|
| 1 | Declaration Form | <ul style="list-style-type: none"> • Must state reason for replacement request • Applicant must sign the form • Notary Public, Solicitor or Attorney at Law must also sign, stamp and date the application | |
| 2 | Police Report | <ul style="list-style-type: none"> • Attesting to the lost document • Must be in English or accompanied by a certified English translation issued by the competent authority • This must be obtained before starting replacement process | |
| 3 | Original Belize passport | <ul style="list-style-type: none"> • Or valid photo identification with signature <ul style="list-style-type: none"> ○ Must be in English or accompanied by a certified English translation issued by the competent authority | |
| | A total of three (3) identical photos measuring 2 inches x 2 inches | <ul style="list-style-type: none"> • Taken with a frontal view, white background, no sleeveless, hairline and ears fully visible and • Taken within the last six (6) months | |
| 4 | One (1) photo | <ul style="list-style-type: none"> • To be certified (signature, stamp and date) by the same Solicitor, Attorney at Law or Notary Public who signed the declaration form • The wording should read as follows “I certify that this is a true likeness of [insert full name of <u>applicant</u>]” | |
| 5 | Two (2) photos | <ul style="list-style-type: none"> • To be left blank | |

Please Note:

- Applicant’s name and signature must match that of the supporting documents provided
- Parent’s signature should match that of the identification provided
- Ensure the correct spelling of names on documents
- Both original and two (2) photocopies of documents must be submitted
- Correction liquid, scratched or superimposed text on application forms are not acceptable