

Documents to be produced for children under sixteen years

Kindly note that *photocopies* of documents are *not* acceptable.

- Two (2) identical copies of a photograph of the child (taken within the last month)
- Child's Birth Certificate
- Translation of Birth certificate (if applicable)
- Child's Adoption Certificate (if applicable)
- Child's Registration Certificate (if applicable)
- Deed Poll (if applicable)
- Current passport
- Proof of Address (Health card, Letter of Attendance from school which also states the address of the child)
- Birth Certificate of Mother
- Birth Certificate of Father
- Deed Poll of Parents (if applicable)
- Passport of the parent who is a British Overseas Territories Citizen.
- If the Child is born before 1st July 2006 and only the father is the British Overseas Territories Citizen, parent's Marriage Certificate is required
- Naturalisation or Registration Certificate of the parent who is a British Overseas Territories Citizen (if applicable)
- If neither parent is a British Overseas Territories Citizen, evidence that they were settled on Montserrat (or another British Overseas Territory) at the time of the child's birth eg. a Permit of Permanent Residence Card

Documents to be produced for renewal of BOTC Machine Readable passports

- Two (2) identical passport photos (taken within the last month)
- Current passport
- Proof of Address (Health card, Letter of Attendance from school which also states the address of the child)

**Office of the Deputy Governor
25th October 2019**