



## CHECKLIST ON APPLICATION FOR NEW PASSPORT TO REPLACE A LOST PASSPORT – IN PERSON

### IMPORTANT NOTES:

- i. APPOINTMENT REQUIRED BY CALLING 02 61200 324 AFTER 3.00 pm
- ii. COMPLETED APPLICATION WILL OBTAIN PASSPORT AFTER 3 WEEKS

	DOCUMENT TO BE COMPLETED	QUANTITY
1.	<b>PASSPORT APPLICATION FORM (IM.42)</b> - Print as single sheet <a href="http://malaysia.org.au/forms/passport.pdf">http://malaysia.org.au/forms/passport.pdf</a>	1
2.	<b>FORM IM42C</b> (Questionnaire Form) <a href="http://www.malaysia.org.au/forms/IM42c - Borang Soal Selidik Kehilangan Passport Malaysia.pdf">http://www.malaysia.org.au/forms/IM42c - Borang Soal Selidik Kehilangan Passport Malaysia.pdf</a>	1
3.	<b>MYKAD WITH CHIP</b>	Original and 2 photocopy
4.	<b>MALAYSIAN BIRTH CERTIFICATE OR BORANG W</b> (If applicant below 18 years)	Original and 2 photocopy
4.	<b>RECENT WHITE BACKGROUND PASSPORT SIZE PHOTOGRAPH</b> (Photo service also available at office for AUD 15)	2
5.	<b>REFERENCE LETTER</b> <ul style="list-style-type: none"> <li>• Lost/Stolen Case : Full Police Report</li> <li>• Fire Case : Fire Department</li> <li>• Natural Disaster : Appropriate Authorized Department</li> </ul>	Original and 2 photocopy
5.	<b>VALID AUSTRALIAN VISA :</b> <ul style="list-style-type: none"> <li>- Visa label</li> <li>- Printed Electronic Visa / Visa Grant Notice / Visa Entitlement Verification Online (VEVO) <b>MUST</b> be provided.</li> <li>- We <b>DO NOT ACCEPT Visitor's Visa</b> for passport's application.</li> </ul>	Original and 2 photocopy
6.	<b>FEE : CASH OR MONEY ORDER</b> <b>(PAYABLE TO MALAYSIAN HIGH COMMISSION)</b> <b>AUD 80.00 (ADULT)</b> <b>AUD 40.00 (CHILDREN BELOW 12 AND SENIORS ABOVE 60 YEARS)</b>	1
7.	<b>PICK UP OF NEW PASSPORT IN PERSON.</b> (We will inform once passport is ready)	