Embassy of Lebanon Washington, D.C.

Application to Request a New Travel Document for Palestinians Refugees

I, the undersigned;

First and Last Name:

Father’s Name:

Mother’s Name:

Would like to apply for the New Travel document at the Embassy of Lebanon in Washington, DC to be valid for:

 ⧠3 Years ⧠5 Years

UNRWA Card holders are eligible to apply for 5 years only.

Non- UNRWA Card holders are eligible to apply for only 3 years.

Biometric Passports are eligible to apply for only 5 years

Biometric passports, have a chip (outside) and passport numbers are preceded by PR.

Are you requesting the DHL FastTrack Service for your passport application?

 Yes NO

(Note: If you choose YES, the DHL Fasttrack will accelerate the process, which will allow you to receive your new passport within 5-6 weeks from the day your application is sent to Lebanon; payment must be processed at fasttracklb.dhl.com; the printed DHL file should be sent along with your initial documents. If you opt out, your new passport will be sent via diplomatic pouch at no additional cost and will be completed within 3-4 months from the day your application is sent to Lebanon.

Residing Address in the USA:

USA Phone Number:

Address in Lebanon:

Lebanese Phone Number:

E-mail Address:

Required documents:

1. Three recent passport pictures (35 mm to 45 mm ) showing full details of the face with a white background. ( Dimensions of photos can be adjusted at the embassy )
2. Original Travel document and 2 Copies of travel document’s first page
3. Two Copies of Blue card and two copies of UNRWA card.
4. One Copy of the applicant’s visa or USA identity card.
5. A money order payable to: “The embassy of Lebanon” for the amount of $180 for Three years, or $300 dollars for five years.
6. Two pre-paid trackable self- addressed envelopes from USPS ( UNITED STATES POSTAL SERVICE ONLY) that are large enough to accommodate your documents without folding them in half (9\*12’’ or larger ).

 (In person applicants can skip this step)

1. Printed DHL file (Only in case you pick the express service).

Important notes:

* It is advisable to apply for 5 years validity passport since many countries require 6 months validity passport before expiry date.
* Home address in Lebanon along with Lebanese Phone number is required. If no address is available, you can put down the address of relatives or friends in Lebanon.
* The Embassy is not responsible of any missing mails. It is highly recommended to keep your tracking number.
* Once the required documents are received, the embassy will mail out forms for you to sign. A sample is provided in the mail to guide you in following the application. For Non- Biometric passport holders, you have to sign and thumbprint with ink in front of a notary public. For Biometric passport holders, thumbprints are not required. The Embassy cannot recommend a notary public. It is highly recommended to find a notary public in your area that understand Arabic especially for Non- biometric passport holders.
* Your old passport along with new passport will be returned to you. Visas on your old passport will remain valid.
* A Police report is required for your lost passport, when applying for a replacement.
* If you pick the express service, the Embassy is not responsible for any delays in Lebanon. You will receive emails from DHL once the passport arrives to the Embassy. After we register the passport at the Embassy, we will mail you your new passport along with old passport within 2-3 days of receiving your passport using your self-return envelope.
* For married female applicant, if you need your marital status to be listed on the passport, you need to provide a copy of your UNRWA card showing your marital status. However, if your spouse’s name is already noted on your previous passport, proof of marriage is not required.
* For other questions, it is highly recommended to check our FAQ section.