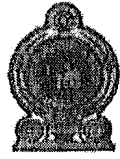


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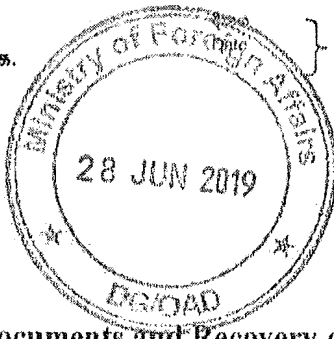
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අභ්‍යන්තර හා ස්වදේශ කටයුතු සහ පළාත් සභා හා පළාත් පාලන ආයතනවලට  
உள்ளக, உள்நாட்டலுவல்கள் மற்றும் மாகாண சபைகள், உள்ளூராட்சி அமைப்புகள்  
Ministry of Internal & Home Affairs and Provincial Councils & Local Government  
DIE/OM/CIRCULAR 2019

**ආගමන හා විගමන දෙපාර්තමේන්තුව**  
**குடிவரவு, குடியகல்வுத் திணைக்களம்**  
**DEPARTMENT OF IMMIGRATION & EMIGRATION**

ඔබේ අංකය  
உமது இல  
Your No.

"සුහුරුපාය" ශ්‍රී සුභතිපුර පාර, බත්තරමුල්ල, ශ්‍රී ලංකාව.  
"சுறுபாயா", ஸ்ரீ சுபுத்திபுர வீதி, பத்தரமுல்லை, இலங்கை.  
"Suhurupaya", Sri Subhuthipura Road, Battaramulla, Sri Lanka  
E-mail: controller@immigration.gov.lk



29.06.2019

Immigration Circular: OM/01/2019

Through the Ministry of Foreign Affairs  
All the Heads of Sri Lankan Missions

**Revised Charges for Issuance of Sri Lankan Travel Documents and Recovery of Administrative Charges**

This is further my circular No.OM/02/2009, OM/04/2010 and OM/05/2012 dated 16<sup>th</sup> October 2009, 11<sup>th</sup> March 2010 and 07<sup>th</sup> September 2012 on the above subject.

The charges for the Sri Lankan travel documents have been revised as follows and as further described in details in the annexed schedule (I).

Please make arrangement to charge relevant fees from 01<sup>st</sup> July 2019. You may convert the relevant local currency amount in the US\$ equivalent to the nearest round figure and inform us the appropriate currency rate accordingly. (Annex schedule - II)

The effective date of this circular is 01<sup>st</sup> July 2019.

**Revised Charges for Issuance of Sri Lankan Travel Documents**

Description of Service		Revised fees
01	All Countries passport	US\$ 158
	All Countries passport - Lost with a copy	US\$ 373
	All Countries passport - Lost without a copy	US\$ 473
	Minor passport (issue only for 3 years)	US\$ 129
02	Conversion of specified countries (Middle East) Passport to All countries	US\$ 58
03	Non Machine readable Passport (NMRP)	US\$ 54
04	NMRP – (If previous travel document lost)	US\$ 169
05	Endorsement / Amendments – Per Amendment	US\$ 12
06	Extension of Validity (per year)	US\$ 03

දුරකථන/தொலைபேசி / Telephone

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පොදු  
பொது  
General } 5329000

ෆැක්ස්  
பக்ஸ்  
Fax } 2674621

2/A

Annexure 1

Follow the example issue of travel document, NMRP and recovery of administrative charges.

A) All countries Passport

I. If applicant produce the previous travel document.

	Revised fee
Passport fee	US\$ 58
Administrative Charges	<u>US\$ 100</u>
Total	<u>US\$ 158</u>

II. If previous travel document lost and the applicant produces the previous passport copy

	Revised fee
Passport fee	US\$ 58
Additional levy (lost fee)	US\$ 115
Administrative Charges	<u>US\$ 200</u>
Total	<u>US\$ 373</u>

III. If previous travel document lost and the applicant is unable to produce the previous passport copy

	Revised fee
Passport fee	US\$ 58
Additional levy (lost fee)	US\$ 115
Administrative Charges	<u>US\$ 300</u>
Total	<u>US\$ 473</u>

IV. For Minors Passports (children below the age of 16)

	Revised fee
Minor Passport fee	US\$ 29
Administrative Charges	<u>US\$ 100</u>
Total	<u>US\$ 129</u>

B) Issuance of Non Machine Readable Passports (NMRP)

- I. If the mission has accepted an application in lieu of a passport which is expired or lost and the applicant requires a Non Machine Readable Passports (NMRP) may be issued as a stop gap travel document on recovery of normal fee only (without administrative charges) until the passport is received. Administrative charges should be recovered only for the passport.

Stop gap amount

	Revised fee
NMR Passport fee	US\$ 29

- II. If applicant produces the previous passport (valid / expired)

	Revised fee
NMR Passport fee	US\$ 29
Administrative charges	US\$ 25
Total	US\$ 54

- III. If previous travel document lost\*

	Revised fee
NMR Passport fee	US\$ 29
lost charges	US\$ 115
Administrative charges	US\$ 25
Total	US\$ 169

**Important**

\* The foreign mission can decide on whether they charge or not the lost fee on case by case basis. However, please take necessary steps to endorse whether "The lost fee has been paid" or "The lost fee has not been paid" in the Non Machine Readable passport (NMRP).



R.M.P.S.B. Rathnayake  
Controller General  
Department of Immigration and Emigration