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உள்நாட்டு நிர்வாக அமைச்சு
Ministry of Internal Administration

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குடிவரவு குடியகல்வுத் திணைக்களம்
DEPARTMENT OF IMMIGRATION & EMIGRATION

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මගේ අංකය
எனது இல.
My No. } DI & E(OM/7)

ඔබේ අංකය
உமது இல.
Your No. }

දිනය
திகதி } 11.03.2010

Immigration Circular :OM/04/2010

To: ALL HEADS OF SRI LANKAN MISSIONS

Revised charges for Issue of Sri Lankan Travel Documents and Administrative Charges

This is further to my circular No. OM//02/2009, OM/02A/2009 & OM/02B/2010 dated 16th Oct. & 05th Nov. 2009 & 23rd Feb. 2010 on the above subject.

The charges for the lost passport and the relevant administrative fees have been revised as follows and as further described in detail in the annexed schedule (1). The applicable currencies have also been mentioned in the same schedule, to facilitate the calculations. You are kindly requested to take necessary actions accordingly.

The effective date of this circular is 01.04.2010.

01. When a Sri Lankan submits an application for a new passport in lieu of an expired passport along with the old passport (J, K, L series only) the following charges shall apply.

	Administrative Charges	Passport fee	Lost passport fee	Total	Refer
	<i>US \$</i>	<i>US \$</i>	<i>US \$</i>	<i>US \$</i>	Annexure(1)
All countries	200	50	100	350	B-11
Middle East & Specified countries	50	25	100	175	A-11

02. When a Sri Lankan submits an application for a new passport in lieu of a lost passport (N, M series only), and if the passport number or a copy of the data page is submitted, the following charges shall apply.

	Administrative Charges <i>US \$</i>	Passport fee <i>US \$</i>	Lost passport fee <i>US \$</i>	Total <i>US \$</i>	Refer Annexure(1)
All countries	200	50	100	350	B-11
Middle East & Specified countries	50	25	100	175	A-11

03. If the passport number or the copy of the data page of the lost passport is not submitted along with the application for a new passport, as per above (02) the following charges shall apply.

	Administrative Charges <i>US \$</i>	Passport fee <i>US \$</i>	Lost passport fee <i>US \$</i>	Total <i>US \$</i>	Refer Annexure(1)
All countries	300	50	100	450	B-111
Middle East & Specified countries	75	25	100	200	A-111


P.B. Abeykoon
Controller General/Immigration & Emigration

Copy: Secretary, Ministry of foreign Affairs

**CURRENCY CONVERSION OF REVISED CHARGES
FOR ISSUE OF SRI LANKAN TRAVEL DOCUMENTS**
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Annex (1)

DISCRIPTION	EXCHANG RATE (RS.)	SRI LANKAN (RS.)	UK POUND	EURO EU	AUSTRALIA DOLLER	SINGAPORE DOLLER
A) <u>Travel document valid for specified countries</u>						
I. If applicant produces the previous travel document						
Passport fee	US\$ 25	115	5,750			
Adminjstrative Charges	US\$ 25					
Total	US\$ 50					
II. If previous Travel Document lost & the applicant produces M/N series passport copy or the passport number						
Passport fee	US\$ 25	115	20,125			
Administrative Charges	US\$ 50					
Additional levy (lost fee)	US\$ 100					
Total	US\$ 175					
III. If previous travel document lost & the applicant is unable to produce the M/N series passport copy or the passport number						
Passport fee	US\$ 25	115	23,000			
Administrative Charges	US\$ 75					
Additional levy (lost fee)	US\$ 100					
Total	US\$ 200					
B) <u>Travel document valid for All countries</u>						
I. If applicant produces the previous travel document						
Passport fee	US\$ 50	115	17,250	100	110	170
Administrative Charges	US\$ 100					
Total	US\$ 150					
II. If previous Travel Document lost & the applicant produces M/N series passport copy or the passport number						
Passport fee	US\$ 50	115	40,250	235	260	390
Administrative Charges	US\$ 200					
Additional levy (lost fee)	US\$ 100					
Total	US\$ 350					
III. If previous travel document lost & the applicant is unable to produce the M/N series passport copy or the passport number						
Passport fee	US\$ 50	115	51,750	300	335	505
Administrative Charges	US\$ 300					
Additional levy (lost fee)	US\$ 100					
Total	US\$ 450					
C) <u>Endorsements/Amendments</u>						
<u>Per Amendment</u>	US\$ 10	115	1,150	7	7	11
D) <u>Extention of Validity</u>						
<u>(3 US\$ per year)</u>	US\$ 15	115	1,725	10	11	17

**CURRENCY CONVERSION OF REVISED CHARGES
FOR ISSUE OF SRI LANKAN TRAVEL DOCUMENTS**

Annex (1)

01.04.2010

DISCRIPTION	EXCHANG RATE (RS.)	SRI LANKAN (RS.)	JAPAN YEN	INDIA Rupees
A) Travel document valid for specified countries				
<u>I. If applicant produces the previous travel document</u>				
Passport fee	US\$ 25			
Administrative Charges	US\$ 25			
Total	US\$ 50	115	5,750	2300
<u>II. If previous Travel Document lost & the applicant produces M/N series passport copy or the passport number</u>				
Passport fee	US\$ 25			
Administrative Charges	US\$ 50			
Additional levy (lost fee)	US\$ 100			
Total	US\$ 175	115	20,125	8050
<u>III. If previous travel document lost & the applicant is unable to produce the M/N series passport copy or the passport number</u>				
Passport fee	US\$ 25			
Administrative Charges	US\$ 75			
Additional levy (lost fee)	US\$ 100			
Total	US\$ 200	115	23,000	9200
B) Travel document valid for All countries				
<u>I. If applicant produces the previous travel document</u>				
Passport fee	US\$ 50			
Administrative Charges	US\$ 100			
Total	US\$ 150	115	17,250	6,900
<u>II. If previous Travel Document lost & the applicant produces M/N series passport copy or the passport number</u>				
Passport fee	US\$ 50			
Administrative Charges	US\$ 200			
Additional levy (lost fee)	US\$ 100			
Total	US\$ 350	115	40,250	16,100
<u>III. If previous travel document lost & the applicant is unable to produce the M/N series passport copy or the passport number</u>				
Passport fee	US\$ 50			
Administrative Charges	US\$ 300			
Additional levy (lost fee)	US\$ 100			
Total	US\$ 450	115	51,750	20,700
C) Endorsements/Amendments				
Per Amendment	US\$ 10	115	1,150	460
D) Extention of Validity (3 US\$ per year)				
	US\$ 15	115	1,725	690

DISCRIPTION	EXCHANGE RATE (Rs.)	SRI LANKAN (Rs.)	KUWAIT Dinar	QATAR Riyal	SAUDI ARABIA Riyal	U.A.E. Dirham
A) Travel document valid for specified countries						
<u>I. If applicant produces the previous travel document</u>						
Passport fee	US\$ 25					
Administrative Charges	US\$ 25					
Total	US\$ 50	115	5,750	15	185	185
<u>II. If previous Travel Document lost & the applicant produces M/N series passport copy or the passport number</u>						
Passport fee	US\$ 25					
Administrative Charges	US\$ 50					
Additional levy (lost fee)	US\$ 100					
Total	US\$ 175	115	20,125	50	640	645
<u>III. If previous travel document lost & the applicant is unable to produce the M/N series passport copy or the passport number</u>						
Passport fee	US\$ 25					
Administrative Charges	US\$ 75					
Additional levy (lost fee)	US\$ 100					
Total	US\$ 200	115	23,000	60	730	740
B) Travel document valid for All countries						
<u>I. If applicant produces the previous travel document</u>						
Passport fee	US\$ 50					
Administrative Charges	US\$ 100					
Total	US\$ 150	115.00	17,250	45	550	555
<u>II. If previous Travel Document lost & the applicant produces M/N series passport copy or the passport number</u>						
Passport fee	US\$ 50					
Administrative Charges	US\$ 200					
Additional levy (lost fee)	US\$ 100					
Total	US\$ 350	115	40,250	100	1,280	1,290
<u>III. If previous travel document lost & the applicant is unable to produce the M/N series passport copy or the passport number</u>						
Passport fee	US\$ 50					
Administrative Charges	US\$ 300					
Additional levy (lost fee)	US\$ 100					
Total	US\$ 450	115	51,750	130	1,645	1,660
C) Endorsements/Amendments						
Per Amendment	US\$ 10	115	1,150	3	35	40
D) Extention of Validity (3 US\$ per year)						
	US\$ 15	115	1,725	5	55	55

The above charges should be continued untill further notice.

Approved by,



P.B. Abeykoon
Controller General