

Passport Applications for Children

whose parents are not married to each other

Useful Address

The Passport Office
Department of Foreign Affairs
Molesworth Street, Dublin 2
www.passport.ie

Telephone numbers:
Dublin 01 - 671 1633 LoCall 1890 426 888
Cork 021 - 4944 700 LoCall 1890 426 900
Recorded Information Line:
LoCall 1890 426 800 01 - 679 7600



14 Gandon House, IFSC, Dublin 1.

LoCall: 1890 252 084

Telephone: 01 6700 120
E-mail: info@treoir.ie
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Printed with the assistance of

POBAL

October 2009

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whose parents are not married to each other

All children travelling abroad need a passport in their own right.

Who is required to sign Passport Application Forms for children whose parents are not married to each other?

All guardians need to sign the Passport Application Form.

Who is a guardian?

Unmarried mothers are automatically guardians of their children. Unmarried fathers are **not automatically** guardians of their children.

An unmarried father can get guardianship rights by:

1. Signing the Statutory Declaration for joint guardianship (S.I. No 5 of 1998) with the mother in the presence of a peace commissioner, commissioner for oaths or notary public.
2. Applying to the local district court to become a joint guardian of his child, whether or not his name is on the birth certificate.

See the leaflet on **Guardianship**.

Who signs the Passport Application Form where the mother is a sole guardian:

Only the mother needs to sign the Passport Application Form. The consent of the father is **not** required for passport purposes. **This applies even where the father's name is on the birth certificate.**

If the father has **not** been appointed a joint guardian by Statutory Declaration or through the courts the mother must then swear an affidavit in the presence of a commissioner for oaths, stating that she is the sole guardian of the child. The Sole Guardian Affidavit Form can be obtained from the **Passport Office** or downloaded from **www.passport.ie** under "Application Forms".

Alternatively, instead of the mother having to swear the above affidavit, if the father's name is on the birth cert both parents can sign the passport application (Form APS1) even though the father is not a joint guardian of the child. This form is available from local garda stations, post offices, CICs and libraries.



Who signs the Passport Application Form where the father is a joint guardian of the child?

Both parents must sign the Passport Application Form. Where a father has applied to the court to become a joint guardian and the case has not yet been heard, his consent may be required.

If a joint guardian refuses to sign the Passport Application Form then the parent/guardian applying for the passport may apply to the local district court to have the other guardian's consent dispensed with.

What documents are needed to get a passport?

- The Application Form (correctly witnessed by a Garda)
- 2 passport photos (one signed by a Garda)
- The child's birth cert
- Sole Guardian Affidavit Form if appropriate
- Proof of citizenship
- **Where either parent is an Irish citizen or entitled to be an Irish citizen** the long form birth certificate or passport of one parent will be required.
- **Where neither parent is an Irish citizen** there are differing requirements depending on the nationality and/or residence of the parent(s).
- Appropriate Fee.

Contact the **Passport Office** for further details or visit their website **www.passport.ie** details overleaf.

How long do passports last?

Infants (up to age 3) are issued with a 3 year passport - €16

Children aged 3-17 are issued with a 5 year passport - €26.50

Apply for a passport early!

Note:

It can be useful for a parent to carry a letter from the child's other parent/guardian giving his/her consent to the child travelling abroad so there is no misunderstanding.