

Table of Supporting Documents

Use this checklist to find out what documents you need to send us. Once we have considered your application, we may need to ask for additional information

	Passport Type		2 identical photos	Previous British Passport	Any other uncancelled passports relating to you	Full birth or adoption certificate	Certificate of registration/naturalisation	Parents' Documents	Grandparents Documents	Change of name documents	Other requirements
1	Renewal	Renew a British passport (with no changes)	✓	✓	✓	✗	✗	✗	✗	✗	Check table D
2	First British passport (including where you hold an 'old blue' passport)	Born or adopted before 1 st January 1983 (not naturalised or registered)	✓	✗	✓	See table B if you were born or adopted overseas	✗	See table B if you were born or adopted overseas	✗	Check table C	Check table D
		Born or adopted 1 st January 1983 to 30 June 2006 (not naturalised or registered)	✓	✗	✓	See table B if you were born or adopted overseas	✗	See table A if you were born or adopted in the UK	See table D	Check table C	Check table D
								See table B if you were born or adopted overseas			
		Born or adopted after 1 st July 2006 (not naturalised or registered)	✓	✗	✓	See table B if you were born or adopted overseas	✗	See table A if you were born or adopted in the UK	See table D	Check table C	Check table D
See table B if you were born or adopted overseas											
		When you have been naturalised or registered as British	✓	✗	✓	✗	✓	✗	✗	Check table C	Check table D
3	Lost or stolen	Lost or stolen replacement	✓	✗	✓	✗	✗	✗	✗	Check table C	Include form LS01 with your application
4	Damaged	Damaged passport replacement	✓	✓ Previous damaged passport	✓	✗	✗	✗	✗	Check table C	Check table D
5	Extension	Extension	✓	✓	✓	✗	✗	✗	✗	Check table C	Check table D
6	Changes to a British Passport	Name change	✓	✓	✓	✗	✗	✗	✗	Check table C	Check table D
		Photo change	✓	✓	✓	✗	✗	✗	✗	Check table C	Check table D
7	Change from British Overseas Territories (BOT) citizenship to British citizenship	Born before 1 January 1983	✓	✓ Your previous BOT citizen passport	✓	✓	✓ Or birth/adoption certificate	✗	✗	Check table C	Check table D
		Born between 1 January 1983 and 30 June 2006	✓	✓ Your previous BOT citizen passport	✓	✓	✓ Or birth/adoption certificate	✓ Or a certificate of registration or naturalisation as either a BOT citizen of British citizen	✗	Check table C	Check table D
		Born on or after 1 July 2006	✓	✓ Your previous BOT citizen passport	✓	✓	✓ Or birth or adoption certificate	✓ Or a certificate of registration or naturalisation as either a BOT citizen of British citizen	✗	Check table C	Check table D
8	Other British national to British Citizen		✓	✓ Your previous BOT citizen passport	✓	✓	✗	✗	✗	Check table C	Check table D

Table A- Applicants born or adopted in the UK- parents' or adoptive parents' details

To support your claim to British nationality, please provide evidence under either 1 or 2. We need to see:

1	Evidence of one of your parents' claim to British nationality at the time of your birth	<ul style="list-style-type: none"> • Their British passport number (provide in Section 4 of the application form); or • Full birth certificate; or • Certificate of registration or naturalisation; and • If this is your father, also provide his marriage certificate to your mother (this does not apply for those born or adopted on or after 1st July 2006 or same sex adoptions)
2	Evidence of one of your parents' immigration status in the UK at the time of your birth	<ul style="list-style-type: none"> • Their passport at the time of your birth; and • If this is your father, also provide his marriage certificate to your mother (this does not apply for those born or adopted on or after 1st July 2006 or same sex adoptions)

Table B- Applicants born or adopted overseas- parent's or adoptive parents' details

To support your claim to British nationality, please provide the following:

The passport you entered the UK with and the evidence shown in the table below.

Born before 1 January 1983	<ul style="list-style-type: none"> • Your father's birth certificate or naturalisation or registration certificate • His marriage certificate to your mother
Born on or after 1 January 1983	<ul style="list-style-type: none"> • One of your parents; birth certificates or naturalisation or registration certificates • If this is your father, his marriage to your mother (this does not apply for those born on or after 1 July 2006)
Born aboard but adopted in the UK before 1 January 1983	<ul style="list-style-type: none"> • The child's full adoption certificate • Evidence of adoptive parent claim to British nationality by providing their UK birth or adoption, naturalisation or registration certificate • If the adoption is a joint adoption we need evidence of the adoptive fathers claim to British nationality.
Applicants who were adopted abroad who do not possess a naturalisation or registration certificate	<ul style="list-style-type: none"> • An adoption certificate which clearly states that the adoption took place under the Hague Convention under Article 17 of the Convention of Inter-country Adoption. • One adopter's claim to British nationality by providing their birth certificate or naturalisation or registration certificate • Evidence of an adopter's habitual residence in the UK (or both adopters in the case of joint adoption). Habitual residence is their normal home, the place where they have the strongest personal connections.

Table C- Change of Name Evidence

If you have changed your name by **marriage** or **civil partnership**, please provide

- Marriage certificate; **or**
- Civil partnership certificate

To change the name on a **child passport**, please

- A signed statement saying that everyone who has parental responsibility for the child has given permission to the name change, **or**
- A court order allowing the change of name

If you are going back to your **maiden or unmarried** name, please provide:

One document from List A

- A signed statement saying that you now use your maiden name for all purposes
- a birth certificate

and either:

- a decree absolute showing both names; **or**
- a marriage certificate showing both names

If you are **changing the spelling** of your name slightly (e.g. Bryan to Brian), **changing the order** your forenames appear in your passport or **dropping a forename**, you must provide either:

- One document from List A and one document from List B; **or**
- Two documents from List A

For **any other change of name** you must provide:

- One document from List A, and
- At least one document from List B

List A

Please provide one document which confirms your name in current use

- Tax record eg a letter from a tax authority
- Employment record eg an official letter from your employer
- Educational record eg a school report
- Letter sent to you from a central, regional or local government department
- Driving Licence
- National identity card or equivalent
- Visa or residence permit
- Medical/health card
- Voter's card
- Bank statement
- Baptism/Confirmation certificate

List B

Please provide at least one document of each name change that has taken place

- Marriage certificate
- Civil partnership certificate
- Gender recognition certificate
- Enrolled deed poll
- Change of name deed signed in both your old and new names
- Certificate of naturalisation or registration
- Statutory declaration or affidavit signed in your new name
- Birth certificate (upon re-registration)
- Certificate from the Court of the Lord Lyon of Scotland
- Adoption order/certificate

Table D- Other Information

We may need more information in the following cases:

For children if:	<ul style="list-style-type: none">• A court order is in place relating to their care• The child is looked after by social services, or• The applicant is not their natural or adoptive parent
For adults when applying for:	<ul style="list-style-type: none">• British subject passport
Or when:	<ul style="list-style-type: none">• Your claim to British nationality is based on your parents' Crown or Community Service• You want to have your title shown in your passport, or• You are changing the gender on your passport

Unable to sign: If the applicant can't sign the declaration, the person who fills in the form on their behalf must provide a letter explaining why they have done so

Extension: If your passport was restricted because you could not provide all the documents we need, please also send in the documents that were missing from your original application.