

### CITIZENSHIP LETTER CHECKLIST

Applicant(s) Full Name(s):.....

Residence Visa(s) Reference(s):.....

#	Description	Check
1	Copy of Valid Passport	<input type="checkbox"/>
2	Copy of Residence Permit	<input type="checkbox"/>
3	Request letter from Client	<input type="checkbox"/>
4	Receipt for Payment of Associated Fees (6,000VUV)	<input type="checkbox"/>
5	If Married Man/Woman to a Vanuatu Citizen:	
	* copy of passport/birth certificate of Ni-Van Partner	<input type="checkbox"/>
	* marriage certificate	<input type="checkbox"/>
6	If Child of a Vanuatu Citizen/resident:	
	* copy of Birth Certificate	<input type="checkbox"/>
	* copy of passport and/or R/permits for parents/guidance	<input type="checkbox"/>
7	If S/C Visa & Visitor visa holders:	
	* copy of visa grant notification <span style="float: right;"><input type="checkbox"/></span>	
	* copy of all stamps on passport <span style="float: right;"><input type="checkbox"/></span>	

**IMPORTANT: if any of the above is not provided, application will be rejected**

Submitted by: .....

Date received: ...../...../.....21

Signature:

Front Desk Officer: .....

Date received: ...../...../.....21

Signature:

Name of Visa Officer: .....

Date received: ...../...../.....21

Signature: