



Government of Samoa

# SAMOAN PASSPORT REQUIREMENTS/INSTRUCTIONS

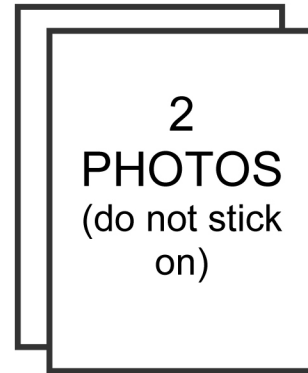
Please read this before you complete your application form

All applications for Samoan passports require at least 5 working days to process. **A non-refundable fee is payable for the passport service.**

Our objective is to make the process of obtaining a passport as simple as possible. To assist us in this objective we require your cooperation in providing full details of the names you may legally use and the supporting documents appropriate to your circumstances. Only SAMOAN CITIZENS are eligible for a Samoan passport.

- Applicants must complete and sign the passport application form. Original or certified copies of appropriate supporting documents must be enclosed (Refer Section D – Checklist in application form) {pg 2}.
- “Application for children under 16 years of age”:**  
All children must have their own passport as they are no longer considered to be included in their parents passport
  - Complete the consent Section C. on Page 2 of the application form.
  - Ensure that the consent Section C. by both parents or legal guardians is signed on page 2

- Enclose two passport photos. (45mm X 35mm)  
The person who certifies your identity in Section B (pg 2) of the form must endorse the back of one passport photo saying:  
**“This is a true likeness of (applicant’s name)”**  
**Signed:** \_\_\_\_\_



- To support your application, please provide relevant documents as listed in Section “D” (pg 2) of this application.
- Application for replacement if passport is stolen, lost or damaged but still valid, please complete statutory declaration form.

**6. FEES SCHEDULE** (all fees are non-refundable – CASH WHEN PAID IN PERSON OR BANK CHEQUES ONLY WHEN POSTED)

<b>a. PASSPORT</b>	(IF APPLYING IN NEW ZEALAND FEE IS IN NZ\$ – IF APPLYING FROM AUSTRALIA FEE IS IN AU\$)	
First passport application (standard 5+ day processing)	Adult \$200	Child (16 years and under) \$100
Replacement of expired passport (standard 5+ day processing)	Adult \$200	Child (16 years and under) \$100
Applications for urgent issue of passport (2 day processing)	Adult \$250	Child (16 years and under) \$150
Replacement for lost or damaged passport (standard 5+ days processing)	Adult \$400	Child (16 years and under) \$200
Urgent Replacement for lost or damaged passport (2 days processing)	Adult \$450	Child (16 years and under) \$250
Endorsement (amendment for title name/married name/other names)	Adult \$50	Child (16 years and under ) \$50
<b>b. ADDITIONAL COSTS</b>		
Administration Costs (a) passports	Adult \$20.00	Child (16 years and under) \$10.00
(b) endorsements	Adult \$10.00	Child (16 years and under) \$10.00
Courier Fee – <b>New Zealand</b>	\$10.00	
Courier Fee – <b>Australia</b>	\$25.00	

- Hand/Send in your application to:  
Consulate General Of Samoa  
Samoa House, 283 Karangahape Road, Newton,  
PO BOX 68-147, Newton, AUCKLAND 1145  
Phone: +64(9)303 1012 Fax: +64(9)302 1168  
Email: [consulgeneral@samoaconsulate.org.nz](mailto:consulgeneral@samoaconsulate.org.nz)

**8. WARNING:**  
**For the information of applicants and of persons certifying an application, any person who by making a false statement or representation obtains or attempts to obtain the issue of any permit, passport, certificate of identity or any other travel document for oneself or for any other person commits an offence punishable by law.**

FOR OFFICE USE ONLY (Mo le fa'aaogaina e le Ofisa)  
PROCESSING REQUESTED: URGENT/STANDARD (circle one)  
DOCUMENTS: BIRTH CERT NO: \_\_\_\_\_  
DEED POLL CHANGING NAME NO: \_\_\_\_\_  
RECEIPT NUMBER & DATE: \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_

PASSPORT/CI NUMBER: \_\_\_\_\_  
DATE OF ISSUE: \_\_\_\_\_  
MARRIAGE CERT NO: \_\_\_\_\_  
PARENTAL CONSENT: YES / NO (circle one)

Faamaonia: Ua ou mauaina le tusifolau Numera  
Confirmation: I have received Samoan Passport No \_\_\_\_\_  
Saini \_\_\_\_\_ Aso \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

CHECKED & ACCEPTED BY: \_\_\_\_\_  
PASSPORT/CI RELEASED BY \_\_\_\_\_



Government of Samoa

# TUSI FOLAU SAMOA FA'ATONUGA MA MEA MANA'OMIA

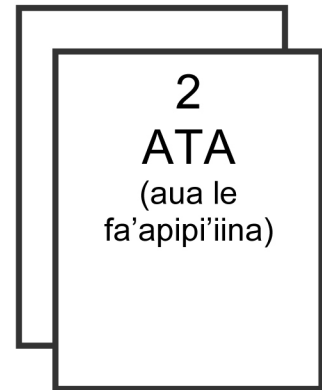
3

## Fa'amolemole faitau muamua ia mālamalama ona fa'atumu ai lea o le talosaga

O talosaga uma mo Tusi Folau o le a mā'ea le fa'atinoina i le uma o aso faigaluega e lima (5). **E lē mafai ona toe talaina i tua le totogi o talosaga.**

Ina ia manino ma mālamalama i le fa'agaioiina o le talosaga, e tatau ona fa'ailoa uma ou suafa aloaia fa'aletulafono. Fa'amolemole tau'a'ao mai pepa fa'amaonia. Na o tagatanu'u Samoa e agava'a i tusifolau Samoa.

1. Fa'atumu e oe ma saina le talosaga. Tau'a'ao mai pepa fa'amaonia e talafeagai ma lau talosaga. Silasila i le lisi Vaega "D" (itulau 2).
2. Talosaga mo tamaiti e i lalo ifo o le 16 tausaga: **(E le o toe talia ona tusia igoa o fanau i se tusifolau o se matua)**
  - a. e fa'atumuina e pei ona aiaia i le Vaega "C" o le maliega o mātua pei ona iai i le itulau e lua (2).
  - e. ia mautinoa ua sainia le maliega e mātua
3. Lua (2) ata tusifolau e mana'omia (45mm X 35mm)  
E tatau fo'i i lē ua fa'amaonia le talosaga ona saini i tua o le ata tusifolau e tasi i upu nei.  
**"o le ata lea o (suafa o Lē o loo talosaga)".**  
**Saini:** \_\_\_\_\_
4. Tau'a'ao mai pepa fa'amaonia e mana'omia mo lau talosaga e pei ona lisiina i le Vaega "D" (itulau 2) o le talosaga.
5. Afai ua toe talosagaina le tusifolau ona ua leiloa pē ua fa'aleagaina fo'i a e le'i mā'ea le aogā fa'amolemole fa'atumu le pepa o le ta'utinoga.



## 6. **TOTOGI O TUSIFOLAU** (E LE MAFAI ONA TOE TALAINA I TUA LE TOTOGI O TALOSAGA – NA O LE TINOITUPE POO LE SIAKI MAI LE FALETUPE E TALIAINA) (TALOSAGA I TONONU O NIU SILA O TUPE TOTOGI I TALA NIU SILA – TALOSAGA MAI AUSETALIA O TUPE TOTOGI I TALA AUSETALIA)

### a. **TUSIFOLAU**

Uluai tusifolau (e faia i le 5 aso faigaluega)  
Tusifolau e suia ai le tusifolau ua uma le aogā (faia i le 5 aso faigaluega)  
Tusifolau fa'anatinati (faia i le 2 aso faigaluega)  
Talosaga mo le tusifolau e suia ai le tusifolau ua leaga pe ua leiloa foi:  
E faia i le 5 aso faigaluega  
E faia i le 2 aso faigaluega  
Fa'aopoopoina o se igoa (Matai/Igoa faaipoipo/Isi Igoa)

Tagata Matutua	<b>\$200</b>	Tamaiti lalo o le 16 tausaga	<b>\$100</b>
Tagata Matutua	<b>\$200</b>	Tamaiti lalo o le 16 tausaga	<b>\$100</b>
Tagata Matutua	<b>\$250</b>	Tamaiti lalo o le 16 tausaga	<b>\$150</b>
Tagata Matutua	<b>\$400</b>	Tamaiti lalo o le 16 tausaga	<b>\$200</b>
Tagata Matutua	<b>\$450</b>	Tamaiti lalo o le 16 tausaga	<b>\$250</b>
Tagata Matutua	<b>\$50</b>	Tamaiti lalo o le 16 tausaga	<b>\$50</b>

### b. **TOTOGI FA'APOOPOO**

Totogi mo le fa'atinoina o le talosaga (a) tusifolau  
(b) faaopoopoina o se igoa  
Totogi mo le lafoina atu o le tusi folau (courier) – **Niu Sila**  
Totogi mo le lafoina atu o le tusi folau (courier) – **Ausetalia**

Tagata Matutua	<b>\$20.00</b>	Tamaiti lalo o le 16 tausaga	<b>\$10</b>
Tagata Matutua	<b>\$10.00</b>	Tamaiti lalo o le 16 tausaga	<b>\$10</b>
	<b>\$10.00</b>		
	<b>\$25.00</b>		

7. Auina mai lau talosaga i le:  
Ofisa o le Konesula Aoa Samoa,  
Samoa House, 283 Karangahape Road, Newton  
PO BOX 68-147, Newton, Auckland 1145  
Telefoni: +64(9)303 1012 Fax: +64(9)302 1168  
Imeli: [consulgeneral@samoaconsulate.org.nz](mailto:consulgeneral@samoaconsulate.org.nz)

## 8. **LAPATA'IGA:**

So o se tagata lava e tu'uina atu so o se fa'amatalaga sesē po o faiga fa'afoliga ua na maua mai ai po ua taumafai e maua ai le tu'uina atu o so o se pemitā, tusifolau, tusi fa'amaoni e ilogofie ai, po o se tasi lava pepa Malaga tusa lava pe mo ia pe mo so o se tasi lava tagata, ua na faia le solitulafono e ono fa'asala ai.



**VAEGA B.  
SECTION B.**

**FA'AMAONIGA  
CERTIFICATION**

Government of Samoa  
Faatonuga

**Instructions**

Certifier who should fill in this section (B) of the application must:

O Lē o le a faatumuina ma faamaonia lenei  
Vaega (B) o le Talosaga e tatau ona:

- |   |  |
|---|--|
| 1. Tagatanuu Samoa  | 1. Be a Samoan Citizen                                     |
| 2. E le o se aiga vavalalata  | 2. Not an immediate relative                               |
| 3. Silafia lē o lo'o talosaga ia lē itiiti i le 2 tausaga           | 3. Have known the applicant for at least 2 years           |
| 4. O se tasi o i latou o loo taua i lalo (faamolemole faailoga mai) | 4. Belong to one of the following categories (Please tick) |

- |   |  |
|---|--|
| <input type="checkbox"/> Loia/poo se Resitara Fai-Tautoga (JP)<br><i>Lawyer/justice of the Peace</i>  | <input type="checkbox"/> Faipule o le Palemene<br><i>Member of Parliament</i>  |
| <input type="checkbox"/> Faifeau Ekalesia Kerisiano<br><i>Minister of a Christian Religion</i>  | <input type="checkbox"/> Alii/Tamaitai Ofisa Sinia o le malo Samoa i Ofisa i Fafu<br><i>Senior Staff – Overseas Missions</i>   |
| <input type="checkbox"/> Ofisa Sinia o le Malo poo se Kamupani<br><i>Senior Officer of a recognized organisation (Public &amp; Private Sectors)</i> | <input type="checkbox"/> Sui auai Sinia o se fa'alapotopotoga Samoa i Atunuu i Fafu<br><i>Prominent Samoa Community Leader</i> |

O a'u o  o   
I, (suafa atoa/full name) of (tuatusi/address)

Ou te fa'amaonia atu ou te iloa  i se vaitaimiti e  tausaga  
Hereby certify that I have known (suafa o lē o lo'o talosaga) (applicant) (e le lalo ifo o le lua (2) tausaga) (no less than two – (2) years)

O la'u Galuega:  O lo'u Falefaigaluega:   
My Occupation: My Employer:

Tuatusi o le falefaigaluega:  Telefoni:   
My Employer's Address: Telephone:

Ua maea ona ou saina i tua o le ata tusifolau e tasi o lē o lo'o talosaga?  
I have certified the back of one passport photo of the applicant?  
Ioe  Leai   
Yes No  
Aso M T

Saini:  Aso:   
Signature: Date: DAY MTH YR

**VAEGA C. MALIEGA (Fa'atumu pe a fai o se talosaga mo se tamaititi 16 tausaga ma lalo ifo)**  
**SECTION C. CONSENT (please complete if you are applying for a child's passport under 16 yrs)**

Ua iai le mā'ua maliega e tu'uina atu ai le tusifolau i le mā'ua tama ua tā'ua i lalo:  
We agree to the issue of a new passport to our child as detailed below:

Igoa Name	Nu'u na fānau ai Birth Place	Aso fānau Date of Birth	Alii po'o le tama'ita'i Gender
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

Igoa o le Tamā:  Saini:   
Father's Name: Signature:

Igoa o le Tinā:  Saini:   
Mother's Name: Signature:

O a'u o  o  e fa'amaonia atu, o le maliega  
I (suafa/name) of (tuatusi/address) hereby certify that, the foregoing

ua tā'ua i luga na saina i o'u luma e mātua po o E e va'aia fa'aletulāfono le tamaititi e pei ona tā'ua i luga.  
consent was signed in my presence and that the persons who signed that consent are the natural parents/legal guardians of the abovenamed child.

Saini:  Aso:   
Signature: Date: DAY MTH YR

**VAEGA D. PEPA E MANA'OMIA LE FA'APIPI'I MAI**  
**SECTION D. CHECKLIST – TO BE ATTACHED**

Fa'amolemole siaki po o ua atoa pepa fa'amaonia e talafeagai ma lau talosaga.  
Please check that you have all appropriate support documents before lodging your application.

- |   |  |
|---|--|
| <input type="checkbox"/> Pepa Fānau<br><i>Birth Certificate</i>   | <input type="checkbox"/> Pepa Fa'aipoipo<br><i>Marriage Certificate</i>  |
| <input type="checkbox"/> Pepa Matai poo se tusi fa'amaonia<br><i>Title Certificate or Confirmation Letter</i> | <input type="checkbox"/> Pepa o suiga fa'aletulāfono o igoa – faatinoina i Samoa<br><i>Name Change Document/Deed Poll Document – processed in Samoa</i>                        |
| <input type="checkbox"/> Pepa Liliu<br><i>Court Order of Adoption</i>   | <input type="checkbox"/> Pepa Sitiseni<br><i>Citizenship Certificate</i>   |
| <input type="checkbox"/> 2 Ata<br><i>2 Photos</i>   | <input type="checkbox"/> Totogi/Fee  |
|   | <input type="checkbox"/> Pepa fānau/Pepa fa'aipoipo o mātua pe a sitiseni i le tupuaga<br><i>Parents Birth &amp; Marriage Certificate (if applicant is citizen by descent)</i> |



# TALOSAGA MO TUSIFOLAU SAMOA APPLICATION FOR SAMOAN PASSPORT

FA'AMOLEMOLE FAITAU MUAMUA IA MĀLAMALAMA I FA'ATONUGA (ITULAU 3)  
ONA FA'ATUMU AI LEA O LE TALOSAGA.

Please read the instructions on (page 4) BEFORE you complete this form in ink

## VAEGA A. FA'AMATALAGA O LĒ O LO'O TALOSAGA SECTION A. APPLICANT'S DETAILS

- 1. Ou igoa Fa'atulafonoina:   
Given Name/s:
- 2. Fa'aiu:   
Last Name:
- 3. Ou Suafa Matai (tau'a'ao mai pepa matai):   
Title names (attach title certificates)
- 4. Isi igoa e te Agava'a ai (Fa'ataitaiga: Suafa matai o lou tamā):   
Other names you are entitled to use (Example: father's Title etc):
- 5. Fa'aiu ae le'i fa'aipoipo pe ā fai o se tama'ita'i? (tau'a'ao mai lau pepa fa'aipoipo)   
If married, what is your maiden name? (attach your marriage certificate)
- 6. Aso Fānau: 

ASO	M	T
/	/	/
DAY	MTH	YR

  
Date of Birth:
- 7. Maualuga  Ft.  In.   
Height:
- 8. Lanu o Mata:   
Colour of Eyes:
- 9. Nu'u ma le atunu'u na fanau ai:   
Place & Country of Birth:
- 10. Galuega:   
Occupation:

A fai e te le'i fanau i Samoa, fa'apipi'i mai lou pepa sitiseni po o pepa talafeagai (pepa fānau Samoa a ou matuā)  
If not born in Samoa, attach evidence of Citizenship (parents Samoan Birth Certificate, Citizenship Certificate, etc)

Fa'aailoga mai le pusa e te agava'a ai.  
Please tick the appropriate box.

- 11. Fa'aipoipoga:  Le'i Fa'aipoipo  Fa'aipoipo  Tēte'a  Maliu le To'alua   
Marital Status: Single Married Divorced Widowed
- 12. Ali'i po'o le tama'ta'i:  Tama'ita'i  Ali'i   
Gender: Female Male

13. Nofoaga/tuatusi o lo'o E aumau ai:   
Current Full Address:

14. Numera Telefoni: (ofisa)  (fale)  imeli   
Telephone Number: (work) (home) email

15. Na E umia muamua se Tusifolau po o se Pepa Malaga ? Ioe  Leai   
Have you previously been issued a Passport or CI? Yes No

16. Afai sa i ai – aso na tuuina atu ai?  - Numera   
Issue date of most recent passport? - Number

(Faamolemole – Tau'a'ao mai - Afai ua leiloa, tau'a'ao mai se fa'amaoniga - Ripoti mai le Ofisa o Leoleo)  
(Please attach previous travel document or Police Report if lost.)

**TA'UTINOGA:**  
Ou te ta'utino atu o tali ma fa'amatalaga uma ua ou tu'uina atu i luga e moni i itū uma, ma, ua uma fo'i ona ou faitauina ma malamalama i aiaiga o le tulafono e pei ona iai i le numera 8 o FA'ATONUGA.

**DECLARATION:**  
I hereby declare that all the answers and information given by me above are true in every respect and I have also read and understood the law as quoted in number 8 of INSTRUCTIONS.

Saini   
Signature:

Aso: 

ASO	M	T
/	/	/
DAY	MTH	YR

  
Date: