



Passport and ID card applications for persons over the age of 18

All of the following documents are required in original and one photocopy per document:

- Application form** (available for download on our website, to be completed in capital letters)
- Passport and/or identity card**
- Full ('unabridged') birth certificate**
- De-registration form** ('Abmeldebestätigung') from last local authority (only applicable if the last place of residence was in Germany or if a German place of residence is shown in the passport)
- Documentation concerning marital status**, if applicable (e.g. marriage certificate/extract of German family book, divorce certificate, death certificate of deceased partner)
- Confirmation of name declaration**, if applicable (e.g. marriage certificate, certificate of name declaration, birth certificate)
- German naturalisation certificate and / or proof of acquisition of foreign citizenship**, if applicable (e.g. British naturalisation certificate)
- PhD certificate**, if you wish to have your title ("Dr") entered in the passport
- Aktueller Adressnachweis** für das Vereinigte Königreich (z.B. council tax/utility bill oder bank statement)
- Two recent, identical, biometric passport photos** with a bright background (please refer to separate information sheet or website for further information)
- Special delivery envelope** (self-addressed and pre-paid up to 500g - obtainable at any post office)

General Information

- Passport applications are processed by appointment only. Appointments can be made online via our booking system: <https://uk.diplo.de/uk-en/02/pass>
- One appointment is required per applicant
- Applicants are required to apply for / renew their passports in person. Online or postal passport renewals cannot be accepted. Passports / ID cards are printed at the Federal Printing Office in Berlin and take between 4 and 6 weeks to be processed and issued. Expedited passport processing takes approximately 2 -3 weeks. There is no express processing option for ID cards
- Applicants with upcoming travel requirements can keep their valid passports / ID cards while their new documents are being processed. As soon as the new passport / ID card has been processed, applicants will receive an email notification from the Embassy requesting the return, by post, of their valid passport and /or ID card. These will be invalidated and returned to the applicant together with their new passport and/or ID card

- A certified translation will need to be provided should documentation / certificates be in any language other than German, English or French
- Current consular fees can be found on our website: <https://uk.diplo.de/uk-en>
Fees can only be paid with a debit / credit card (MasterCard or Visa)

Applying for your first passport

Adult applicants applying for their first ever German passport / ID card should contact the Embassy by email the passport section via the contact form prior to booking an appointment, so that we can check and advise on documentation necessary for an application

Applying with Honorary Consuls

Applications can also be processed with the following honorary consuls: Barrow upon Humber, Belfast, Bristol, Cardiff, Leeds, Liverpool, Plymouth and Southampton (for applicants living within London's consular district); or Aberdeen and Newcastle (for those living within Edinburgh's consular district)
Further information and contact details can be found on our website
<https://uk.diplo.de/uk-en>

Name Declaration

Should any of the following statements apply to you, you would need to obtain a certificate of name declaration before you could apply for a passport / ID card:

- You got married and wish to apply for a passport / ID card in your married name (If you got married in Germany and the married name is stated on your marriage certificate, you do not need to complete a name declaration and can apply directly for a new passport / ID card in your married name)
- You got divorced and wish to apply for a passport / ID card in your previous name
- Further information on German naming law can be found on our website. Should you require further assistance, please contact our colleagues in the naming department via the contact form on our website.



Hyde Park Corner, Knightsbridge – [Piccadilly Line](#)
Victoria Station – [Victoria Line](#)
Sloane Square – [District Line](#) und [Circle Line](#)

Contact Telephone 020 7824 1426
E-Mail Contact form on our website

Telephone hours Mo – Thur 11.00 - 12.00 and 13.00 - 14.00
Fr 11.00 - 12.00

This information sheet provides information for most routine cases presented to the German Missions in the United Kingdom. Due to the complexity of the German passport law and the multitude of conceivable case scenarios, each individual case may have to be treated differently and further documents may be requested.