

Telephone: (030) 25 92 66 0
(Only/ Nur von 9 -13 Uhr)

Fax: (030) 25 92 66 50

Email: immigration@kenyaembassyberlin.de

Website: www.kenyaembassyberlin.de



Embassy of the Republic of Kenya
Markgrafenstr. 63
10969 Berlin
GERMANY

CONFIRMATION OF RECEIPT OF APPLICATION DOCUMENTS

If you require a confirmation that we received your completed application, please adhere to the following steps:

1. Prepare an A4- Size envelope according to the following sample: Put down your own name and address on it.

Please note: This is not a form! The following graphics are only for the purpose of illustrating how to prepare the envelope to attach to your application.

<p style="text-align: right;">1, 45€ Stamp</p> <p style="text-align: center;"><u>Your Postal Address</u> Full Name Street + Number Zip Code/PLZ + Town</p>
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2. Attach a German stamp for an A4- Size envelope (currently of 1,45 € value)
3. Print and complete **SECTION 1** of the form on page 2 below with a blue pen in **CAPITAL LETTERS**.

Please note: The name indicated on this form must be identical to the name indicated on the Passport Application Form 19, which will also be the name in the new passport!

4. Enclose all of these items to your application documents.

Note: The confirmation is only sent out to applicants who have forwarded a complete application

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EINGANGSBESTÄTIGUNG | CONFIRMATION OF RECEIPT

SECTION 1: TO BE FILLED BY APPLICANT IN CAPITAL LETTERS	
Applicant's Surname:	
Given Names:	
Address:	
Birth date (dd/mm/yyyy):	Place of Birth :
SECTION 2: FOR OFFICIAL USE ONLY (not to be filled by applicant):	
Receipt of payment OR No:	
R.No:	

The Embassy of the Republic of Kenya hereby confirms the receipt of application documents for the issuance of a new passport for the above-named person.

Hiermit bestätigt die Botschaft der Republik Kenia den Eingang von Antragssunterlagen für einen neuen Reisepass von der oben genannten Person.

Die Konsularabteilung/ The Consular Section.

Stamp & Date/Stempel & Datum