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EMBASSY OF THE REPUBLIC OF
KENYA

Markgrafenstr. 63
10969 Berlin
GERMANY

CHECKLIST FOR EMERGENCY TRAVEL DOCUMENT

IMPORTANT: This document has to be submitted to the Embassy to confirm that you have read and provided all of the necessary documents. This is a mandatory requirement.

Note: An Emergency Travel Document can only be issued after an interview at the Embassy, to be scheduled at the earliest, three days before the confirmed date of flight. It is only issued for a one-way journey to Kenya and will be withdrawn by an Immigration Officer at the Port of Entry in Kenya. Once you have booked your flight to Kenya, send an email to immigration@kenyaembassyberlin.de requesting for an appointment and attach a scanned copy of your flight booking and your passport or ID.

The application MUST contain:

1. Confirmed flight booking/ E-ticket. **Flight reservations will not be accepted.**
2. **2 recent biometric** passport size photos of the applicant. Hair should not cover ears or forehead.
3. Proof of Kenyan citizenship i.e. Photocopy of Kenyan Passport or National Identity Card and birth certificate.
4. If your passport has expired or is damaged also bring the **original passport**.
5. If passport is lost or damaged: Photocopy of a Sworn Affidavit from a Notary Public and official English translation explaining the loss/damage.
6. If Passport is lost: Photocopy of a Police Report and an official English translation of the same.
7. **For a child who has never held a Kenyan passport:** An International Birth Certificate issued by the local birth registry (with English as one of the 3 optional languages). It must also be Certified (*überbeglaubigt*) from the issuing authority.
8. A non-refundable fee of **€20.00 PAYABLE ONLY** by EC-Debit card at the Embassy.

Applicant's Signature / Date

Email

THE CONSULAR SECTION