


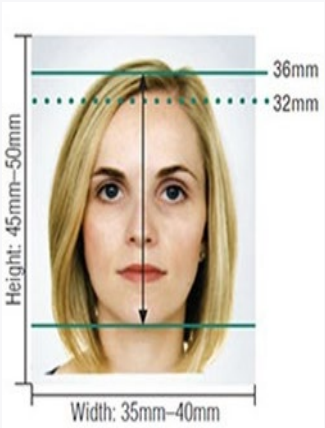
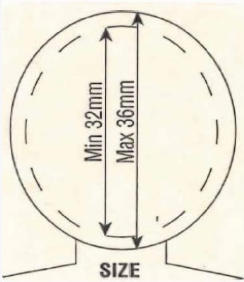








AUSTRALIAN PASSPORTS: GUIDE FOR ADULT RENEWAL APPLICATION (PC7) BY COURIER

	<p>1. Complete your renewal application form online</p> <ul style="list-style-type: none"> The application must be lodged within six months of completion
	<p>2. Print and sign your application form</p> <ul style="list-style-type: none"> Print on plain white A4 paper, using black ink only. Make sure the top or bottom of the page is not cut off. US standard letter paper or US legal paper sizes are also acceptable, but only if they're scaled properly. Refer to more information on printing your application form Sign the form using black pen, within the signature box. Make sure there are no alterations or whiteout on the signature or the date.
 	<p>3. Photos</p> <ul style="list-style-type: none"> Two recent identical colour photos, less than 6 months old with your full name written on the back of one photo. Refer to photo guidelines for more information (attached) Do NOT attach the photos to the form as this may damage them As of 01 July 2018, we will not accept photos with glasses. Photograph should be on light grey background that contrasts with the face. Photographs can be taken from 'VIP Studios' Road 95, Gulshan Palladium, Gulshan 2, Dhaka 1212.  <p>Applicant must write full name on back of one photo</p> <p>Applicant must write full name on back of one photo.</p>




	<p>4. Payment</p> <ul style="list-style-type: none">• Complete the payment authorisation form (PDF), include this with your application form.
	<p>5. Check your adult renewal checklist</p> <ul style="list-style-type: none">• Before posting your application, review your adult renewal checklist [link to PDF] (attached)
	<p>6. Post your application addressing to Attention: Consular Section (Passport Application) Address 1: Australian High Commission Address 2: 184 Gulshan Avenue, Gulshan 2 City: Dhaka 1212 Country: Bangladesh</p>
	<p>7. How long will it take?</p> <ul style="list-style-type: none">• Please allow a minimum of eight weeks to receive a new passport once payment has been taken. <p>PLEASE NOTE incomplete applications will cause delays.</p>



Adult Renewal - PC7 Checklist

1. Completed and printed online application form
2. Include 2 Australian standard passport photos - *see guidelines below
3. Completed credit card authorisation payment form
4. Post to your nearest Australian mission, see [Department of Foreign Affairs and Trade website](#) for location details.

Passport Application CHECK LIST 	
1. Did you complete and print your form from the Australian Passport Office website?	
2. Please check your current home address, valid contact phone number and valid email address is on the form	
3. Did you check your biodata details are correct? (Name, Place of Birth, Country of Birth, Date of Birth and Sex)	
4. Did you read and sign the declaration?	
5. Did you sign the declaration inside the box and enter the correct date format – DD/MM/YYYY?	
6. Did you include a minimum of 2 identical photos?	
7. Did you write your name on the back of one photo in black ink pen?	
8. Do your photos meet the photo guidelines – *see below	
9. Did you complete the payment authorisation form?	
10. Check your form is printed in full – no parts of the form are cut short	

*If you have any concerns about your photo, please check our [photo guidelines](#) or go to the next page for examples of acceptable photos.

<https://www.passports.gov.au/getting-passport-how-it-works/photo-guidelines>

IMPORTANT: If you find any mistakes, start again. Go back to your online application, check it, print it, sign and date it and complete the checklist again.



ACCEPTABLE



Acceptable



Acceptable



Acceptable



Acceptable



Acceptable

UNACCEPTABLE



Side on to camera



Insufficient contrast



Background too dark



Eyes not open/toy visible



No glasses



Hair obscuring face



Background not plain



Eyes/edges of face obscured



Parent visible



Shadows on image and background