


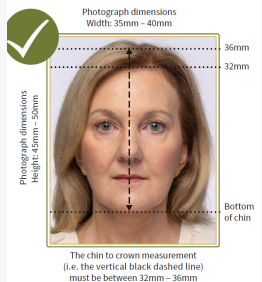






## AUSTRALIAN PASSPORTS: GUIDE FOR ADULT RENEWAL APPLICATION (PC7) BY COURIER

	<p><b>1. Complete your renewal application form <a href="#">online</a></b></p> <ul style="list-style-type: none"> <li>The application must be lodged within six months of completion</li> </ul>
	<p><b>2. Print and sign your application form</b></p> <ul style="list-style-type: none"> <li>Print on <b>plain white A4 paper</b>, using <b>black ink</b> only. Make sure the top or bottom of the page is not cut off.</li> <li>US standard letter paper or US legal paper sizes are also acceptable, but only if they're scaled properly. Refer to more information on <a href="#">printing your application form</a></li> <li><b>Sign the form using black pen, within the signature box.</b> Make sure there are no alterations or whiteout on the signature or the date.</li> <li>Printed online application forms must include the barcodes.</li> <li>Application forms must not be folded or otherwise damaged.</li> </ul>
 	<p><b>3. Photos</b></p> <ul style="list-style-type: none"> <li>Two recent identical colour photos, less than 6 months old with your full name written on the back of one photo. Refer to <a href="#">photo guidelines</a> for more information (attached)</li> <li>Do NOT attach the photos to the form as this may damage them</li> <li>We do not accept photos with glasses. Photograph should be on light grey background that contrasts with the face.</li> <li>The High Commission does not recommend any particular photo shops. Previous applicants report they obtained suitable photos from 'VIP Studios' Road 95, Gulshan Palladium, Gulshan 2, Dhaka 1212.</li> </ul>
	<p><b>4. Payment</b></p> <ul style="list-style-type: none"> <li>Complete the payment authorisation form, include this with your application form.</li> </ul>
	<p><b>5. Check your adult renewal checklist</b></p> <ul style="list-style-type: none"> <li>Before posting your application, review your adult renewal checklist.</li> </ul>



## 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

**NOTE:** The Australian High Commission will not bear postage costs



## 7. How long will it take?

- Please allow **a minimum of six weeks** to receive a new passport once payment has been taken.

**PLEASE NOTE** incomplete applications will cause delays.

## 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 authorization 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.