



**HONORARY CONSULATE OF HUNGARY
MAGYAR TISZTELETBELI KONZULÁTUSA**



**REQUIREMENTS FOR PASSPORT APPLICATION AND RENEWAL
FOR CHILDREN UNDER 12 YEARS OLD:**

Passport applications for children under the age of 12 years old may be submitted by mail to the Hungarian Embassy in Ottawa. Parents and children should have their identities verified by an Honorary Consul before submitting the application to the Hungarian Embassy. The following documents are required:

1. **Passport application form** - Application form can be obtained at the Honorary Consulate;
2. **Original or copy of Hungarian birth certificate;**
3. **2 passport photos size 3,5 cm x 4,5 cm** - (child's name printed on the reverse);
4. **Child's current or previous Hungarian passport;**
5. **Proof of Hungarian citizenship** - valid Hungarian passport (or expired within one year), valid Hungarian ID or Certificate of Citizenship. If the child does not possess any of the these documents, please complete and submit the citizenship assessment form (*Állampolgárság igazolása iránti kérelem*);
6. **Photocopy of ID document (original shall be presented on site) for each parent;**
7. **Fee payable by money order to the Embassy of Hungary;**
8. **Prepaid and self-addressed XPresspost envelope for return of documents to you.**

GENERAL INFORMATION:

If the child and parents cannot appear in person at the Honorary Consulate they may have their personal identity verified by a Notary Public. In this case the Notary Public must complete the *ID legalization by a Notary Public* form and provide the information required.

If only one parent is able to attend in person with the child, a **Statement of Consent** (notarized by an Honorary Consul of Hungary or a Notary Public or Consular officer or Guardianship authority), or a hand written **Parental Consent** of the non-attending parent witnessed by two people shall be submitted. A photocopy of a valid government issued photo ID of the non-attending parent must also be attached.

A parent who has sole legal custody of the child must submit primary evidence of the sole legal custody (a certified copy of Court Order).

Once the requirements are completed, the applicant must make an appointment by calling (403) 229.4800 to have the signature legalized by the Honorary Consul.