



Government of the Republic of Trinidad and Tobago

Ministry of Homeland Security

52-60 Abercromby Street, Port of Spain.
(868) 623-2444 Ext. 13046

DOCUMENTS REQUIRED WHEN APPLYING FOR RESIDENT STATUS IN THE REPUBLIC OF TRINIDAD AND TOBAGO

5(3)- Persons who have been residing in Trinidad and Tobago for a continuous period of One (1) year proceeding the date of application.

- Birth Certificate of Applicant and Children under eighteen (18) years with supporting affidavit where necessary.
- Marriage Certificate/Divorce Decree Absolute/Death Certificate
- A Typed letter done by the Applicant addressed to the Honourable Minister of Homeland Security applying for Permanent Residence.
- Passport (old and new) - photocopy of Bio Data page and any other pages that have been stamped by the Immigration Department. The applicant must be legal in the country as evidenced by the relevant stamp endorsed on the Passport. **ALL** children under the age of 18 years that is accompanying their parents at the time of the application, their valid passport with valid stamp or extension **MUST** also be produced.
- Police Certificate of Character from Trinidad and Tobago, Country of Birth and any other country where the applicant has resided for a period of three (3) months or more. The Police Certificate of Character from the United States must be the **FEDERAL CERTIFICATE OF CHARACTER not STATE or PROVINCE** (*The applicant must use his/her valid passport when applying/or the Police Certificate of Character from Trinidad and Tobago*).
- Job Letter. Valid Work Permit/Work Permit Exemption. If self-employed, Registration of Company/Business and a Statutory Declaration indicating nature of employment and average monthly income.
- Financial/Bank Statement(s) not less than 3 months old. This statement must be addressed to the Minister of National Security and should reflect the date the account was opened.
- Four (4) identical passport-sized photographs of the applicant. (Matte finish with white background). (N.B. the applicant's name must be written in **BLOCK** letters behind each photo).
- **VALID** Tax Clearance Certificate "C".
- Three (3) (9 x 4) window envelopes with \$1.00 stamps on each.
- Naturalization/Citizenship/Restoration Certificates of other countries (where applicable).

PLEASE NOTE

- Applicant/s must be present in person for the evaluation of documents between the hours of 8:00 am to 10:00 am
- Any document in a foreign language must be translated into the English Language COSTATT, UWI- Department of Languages or any of the translators listed (Please see attachment)
- The Applicant **MUST** have **ALL** the required documents when submitting an application.
- **NO** application will be accepted if the Applicant is illegal in the Country.
- **NO** re-scheduling of Appointments for persons who are unable to submit applications on the date given to them.
- Any document in a foreign language must be translated into the English Language COSTATT, UWI- Department of Languages or any of the translators listed at [Registered Public Translators](#)
- All document must be in the applicant's possession before the application can be accepted. Failure to have same would result in a reschedule of appointment, following which, there would be no further extension of time to submit application.