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Date: 24 November 2023

**NOTICE for Bangladeshi Expatriates in Madagascar and Seychelles**

**Subject: Passport Re-issue.**

Expatriates in Madagascar and Seychelles often apply for passport re-issue long after the expiry of the current passport. It may lead to unexpected procedural complications and delay in passport re-issue. Therefore, expatriates in Madagascar and Seychelles are advised to apply for passport re-issue well ahead of the expiry of the current passport (at least 03 to 06 months before the expiry). All concerned in Madagascar and Seychelles are kindly requested to follow steps below for passport re-issue:

A) Required documents:

1. Duly filled-in passport re-issue form (copy enclosed).
2. A clear photocopy of the biography page of the most recent passport.
3. In case of *lost passport*, copy of the general diary filed to the local police station has to be attached with the re-issue form.
4. In case of *change or correction of any information* in the passport, relevant documents as advised by the Bangladesh Department of Immigration & Passport have to be submitted with the re-issue form. Please consult the website [www.dip.gov.bd](http://www.dip.gov.bd) for necessary information, in this regard.
5. Bank deposit slip of the passport re-issue fee (100 USD/equivalent local currency).  
Mauritius Commercial Bank (MCB)  
Account name: Bangladesh High Commission  
Account number: 000441632904

B) All the above documents have to be scanned properly in one PDF file and then, sent to the following email address: [consular.portlouis@mofa.gov.bd](mailto:consular.portlouis@mofa.gov.bd). Sending documents to any other email address of the High Commission will not be entertained.

C) After receiving all the required documents as well as any other document sought by the consular officer, the application will be enrolled for re-issue within 5 working days. The enrolment slip will be sent to the applicant by email.

D) The applicants can check the status of their application on the website [www.passport.gov.bd](http://www.passport.gov.bd).

E) Once the passport is received at the High Commission from the Department of Immigration & Passport in Dhaka, the consular officer will notify it by email as well as on the official Facebook page of the High Commission publicly.

F) Then, the applicant in Madagascar and Seychelles can collect the re-issued passport by availing any reliable courier service (paid) with prior information to the consular officer.

Contacts for queries:

- 1) Email: [consular.portlouis@mofa.gov.bd](mailto:consular.portlouis@mofa.gov.bd)
- 2) Phone: +230-212 9527 (8.30 AM – 02.00 PM, Mauritius Local Time)

