

Machine Readable Passport (MRP) For Renewal/ Reissue

Any Bangladesh national who has earlier obtained a Machine-Readable Passport (MRP), can apply for renewal of his/her passport. The old MRP holders are requested to start MRP applications process at least 7 to 8 months before the date of it expires. The applicant may go with the following process:

Important:

Application Submission Time is from 10:00 am – 1:00 pm.

Delivery Time is from 2:00 pm – 4:00 pm.

Application

Step-1: Application and payment:

An applicant has to submit the following:

- A copy of duly filled-in application form(Re-issue/Information Alteration/Correction application form).The form may be downloaded from **[MRP Re-issue/Renew/Correction form.](#)**
- When you filled-in application form you must be written phone number and current address
- Photocopy of existing MRP (information page only)
- 02 copies of recent (Photos should be taken without spectacles and not older than 6 months) color photographs with white background (size 55×45 mm). If the applicant is a child under the age of 15 years, parents' photos (30×25mm) are required to be appended on the application form. In certain cases, either of the parent's photos will be accepted (i.e. if parents are divorced/ either parent is not alive etc.)
- Other relevant documents i.e. copy of Marriage Certificate (Nikahnama not acceptable) for including spouse's name in the MRP or Divorce Certificate (Affidavit not acceptable) for excluding spouse's name from the MRP etc.
- Receipt of Payment for MRP to Embassy Bank account
- If applicant is a student (graduate and undergraduate), he/she should submit a photocopy of the valid student ID card (provided by the student union) and current semester registration certificate. The original ID would require to be shown during the enrolment.

Payment

Payment:

For passport:

- An amount of SEK 1100 is to be paid for issuance of a passport. Applicant may pay to the designated Bank account.

- If applicant is a student (only for students of graduate and undergraduate level with valid student ID card and current semester registration certificate) and wants to avail student discount, an amount of SEK 330 is to be paid for issuance of a passport.
- The Fee is Non-refundable

Bank Details

Within Sweden	From Norway and Finland
Bank Giro number: 131-2438, Nordea Bank	Embassy of Bangladesh, Stockholm Account No. 3256 17 13415 IBAN No. SE323000000032561713415 SWIFT CODE: NDEASESS Nordea Bank AB 171 21 Solna, Sweden

Process

Step-2: Process:

- Applicant may send all mentioned documents (serial number a-h) to Embassy [Address: Embassy of Bangladesh, Stockholm, Anderstorp svägen 12 (1 Tr.) 171 54 Solna] by registered post. As applicant's biometric data (finger print, digital photo, digital signature etc.) generally remain valid in MRP central data base, the Mission will use those biometric data to enroll for new MRP. So, the applicant does not need to visit the Embassy for biometric data.
- Please note that in few cases applicant's old biometric data may not be found in the central data base. In those cases, the Embassy will contact with the applicant by e-mail/ phone for taking biometric data again (it happens approximately 1-2% cases) and in that cases applicant will require to come at the Embassy.
- If the applicant wants to have any amendment/correction in the application form (for MRP issue/reissue), or wants to change the given biometric data (finger print, digital photo, digital signature etc.) then the applicant must be present in person in the Embassy.
- If any applicant wants to submit the documents in person directly to the Embassy, he/she must make a prior appointment. For booking an appointment, please send an email to consular.stockholm@mofa.gov.bd

Collection of Passport

Step-4: Collection of Passport

- The Embassy regularly updates MRP Status according to enrolment numbers of MRP which are given at the time of application process. Applicant may check the status of the requested MRP with Enrolment ID number by visiting the Embassy's website or Facebook page. If the status shows as 'Ready for delivery', the applicant needs to come to the Embassy in person along with his/her previous Bangladeshi Passport and the delivery slip. The new MRP will be handed over

along with cancellation of the old passport. The applicant may also authorize someone else to collect his/her passport. In that case the authorized person has to produce the authorization letter and his/her own ID card to establish his identity.

N.B.: Please note that it may require 6-8 weeks (sometimes more than that) to get MRP delivery because after due verifications by the concerned authorities in Bangladesh, MRPs are printed in Dhaka and sent to the Embassy which requires a quite reasonable time.

The passport may also be collected by postal service. In that case, the applicant has to send the following to the Embassy:

- Delivery slip (If provided)
- Existing/ old passport
- Self-addressed envelope with payment receipt of postage fee

Postage Fee:

Within Sweden:

- SEK 120 for one passport
- Additional SEK 20 per each additional passport in the same postal/courier service

From Norway and Finland:

- SEK 140 for one passport
- Additional SEK 20 per each additional passport in the same postal/courier service

Please note that, the Embassy will not take any responsibility if any document/passport is lost/damaged during dispatch by mail/courier service/postal service.