



Process/Procedure for obtaining a Police Certificate

Procedure for persons residing Overseas

1. Two (2) recent passport size photographs (**must not be signed or sealed**)
2. Submit a set of his/her fingerprints which should be taken by the relevant agency in the country he/she resides and must be stamped.
3. Supply certified copy of passport (data page).
4. Cover letter stating reason for Certificate

Services offered:-

- ❖ **Next Day Service** - Eight Thousand Dollars (\$8,000)
- ❖ **Express Service** - Five (5) Working Days from the date of receipt of application- Six Thousand Dollars (\$6,000).
- ❖ **Normal Service** - Twenty-one (21) Working Days from the date of receipt of application - Three Thousand Dollars (\$3,000).

An International Money Order or Bank Draft for the respective fee should be made payable to Ministry of National Security.

The application should be forwarded to:-

Senior Superintendent of Police
i/c Technical Services Division
34 Duke Street
Kingston C.S.O.
Jamaica West Indies

NB. The next day service is offered only at Technical Services Division, 34 Duke Street.



JAMAICA CONSTABULARY FORCE



TECHNICAL SERVICES DIVISION

APPLICATION FOR POLICE CERTIFICATE

NAME:		<i>This side for CIB HQ use only</i>	
First:	Middle:	Surname:	Maiden Name
			C.R.O No :
Gender:	<input type="checkbox"/> Male	<input type="checkbox"/> Female	Date of Birth (dd/mm/yyyy)
		Event of Register No:	
Place of Birth:		Contact No.	
		Classification-----	
Address:		Email Address:	
Nationality:		Occupation:	
		Reference -----	
Type of Identification (<i>Passport, Driver's Licence, Electors I.D. Card</i>)		Date & Place of Issue	
Name and Address of Recipient Agency (Embassy, Consulate, Immigration Department, Employer, etc)			<i>Authorized Person.</i>
			<i>Name:-----</i>
			<i>Signature -----</i>
<i>I give my consent for the Jamaica Constabulary Force to take AND RETAIN my finger prints so that they can be used to prevent and/or detect crime. I understand that they may be used for speculative searches.</i>			<i>This format should NOT be used for taking the fingerprints of prisoners</i>
Applicant's Signature.....			