

Requirements for renewing adult passports

1. **Completed overseas application form/s (PC7 - 1 page)** available on: www.passports.gov.au
2. Two recent passport photos.
3. Your original Australian passport.
4. Payment in cash in Saudi Riyals. Please email reg.riyadh@dfat.gov.au for rates of this month.

Photos General requirements

- Good quality, high resolution, colour gloss prints, less than six months old
- Plain white or light grey background that contrasts with your face
- Uniform lighting (no shadows or reflections) with appropriate brightness and contrast to show skin tone naturally
- Face looking directly at the camera and not tilted in any direction
- Hair off the face so that the edges of the face are visible
- Eyes open, mouth closed
- Neutral expression (not smiling, laughing or frowning)
- Please do not staple or tape the photos to the application.
- Head coverings (for religious reasons only) should be plain coloured and the edges of the face must be visible.
- Please ensure enough space around the face for cropping purposes.

Full information on passport photo size can be found via this link, <https://www.passports.gov.au/Web/Requirements/Photos.aspx>

Important notes:

- All documents **MUST** be originals. Clear copies must be provided along with the original documents.
- Passport application page should be clear show all page parts/information (application with missing information/part/s will be rejected)
- Please consider providing extra photos which will be returned if unused
- If you changed or wish to change your signature on the passport, please complete B11 form and declare the change.
- The turn-around is up to 3 weeks from the time of receiving a complete application form at the embassy
- Final acceptance of photos provided will be determined after scanning. New photos would then be required to be mailed to the embassy.
- Sending the new passport will incur charges which should be paid by client upon delivery.

If you may require any further details, please contact our Passport Section on +966 112500 990/3, or email reg.riyadh@dfat.gov.au