

**EMBASSY OF THE REPUBLIC OF
CAMEROON**

Telephone: (202) 265-8790

Fax: (202) 387-3826

Email: cs@cameroonembassyusa.org



**AMBASSADE DE LA REPUBLIQUE DU
CAMEROUN**

2349 Massachusetts Avenue N.W.

Washington, DC 20008

www.cameroonembassyusa.org

CONSULAR CARDS

UNTIL FURTHER NOTICE, APPLICATIONS FOR CONSULAR CARDS MUST BE SUBMITTED BY MAIL ONLY!

All Cameroonian citizens are advised to take steps to acquire a consular card. Eligible applicants must register at the Embassy in Washington, DC and must reside within this Embassy's area of jurisdiction which includes: the UNITED STATES of AMERICA, MEXICO, COSTA RICA, and the COMMONWEALTH of the BAHAMAS.

- (1) PROCESSING TIME:** The processing time for a Consular Card application is approximately SEVEN (07) business days from the time of reception of a complete application.
- (2) APPLICATION PROCEDURE:** BY MAIL ONLY. INCLUDE A PREPAID RETURN ENVELOPE WITH TRACKING FOR THE RETURN OF THE CONSULAR CARD.
- (3) QUESTIONS?** Send your inquiry/question by email to cs@cameroonembassyusa.org. Start the subject line of your email with the words "Consular Card". In the body of the message, describe the problem/issue/question that you are inquiring about and **ALWAYS INCLUDE A PHONE NUMBER WHERE YOU CAN BE REACHED.** We will reply as soon as possible.
- (4) REQUIREMENTS:** Incomplete applications will be rejected! Holders of Cameroonian Consular Cards are advised to notify this Embassy of any change of profession, address, phone number or email address within 30 days.

Fill-out his section:

Surname _____ Given Name(s) _____ Phone #: _____
As written in passport *As written in passport*

MAIL YOUR COMPLETE APPLICATION IN A TRACKABLE ENVELOPE TO:

PLEASE KEEP YOUR TRACKING NUMBERS TO AND FRO FOR YOUR RECORDS

EMBASSY OF CAMEROON

Attn: CONSULAR SECTION – CONSULAR CARD

2349 MASSACHUSETTS AVENUE NW, WASHINGTON, DC 20008

SUBMIT (1) COPY OF THIS CHECKLIST ALONG WITH THE DOCUMENTATION SPECIFIED BELOW:

1. A **prepaid return envelope with tracking number** to mail the consular card once ready (KEEP THE RETURN TRACKING NUMBER FOR YOUR RECORDS!) with the Embassy's information as the sender, and the applicant information as the recipient. **Any application submitted without a trackable return envelope is at the applicant's risk and responsibility!**
2. Notarized letter of requesting for the issuance of a consular card, signed by the applicant, to the attention of the Ambassador.
3. **Copy of Cameroonian passport and entry visa in the United States or in the applicant's country of residence.**
4. **Two (02) completed and signed copies of the 'DEMANDE DE CARTE CONSULAIRE – APPLICATION FOR CONSULAR CARD' forms.**
5. **Two (02) identical passport-size recent color photographs with white background.**
6. **Photo Requirements:** Note that photos that do not meet these requirements below will be REJECTED!
 - Size: 2 inches by 2 inches; the head should make about 3/4 of the surface of the photo, should be positioned directly facing the camera, with the eyes open and looking at the camera;
 - Natural facial expression (mouth closed, no smiling or frowning);
 - **Neck, chin, nose, forehead, and both ears clearly visible; Eyeglasses, face covering, and head/hair accessories prohibited.**
7. **A \$27.28 money order or cashier's check payable to "Embassy of Cameroon". Personal checks or business checks, credit cards and electronic payments ARE NOT accepted.**
8. **One (1) copy of a document confirming your residency status in the United States or in your country of residence:**
 - **Photocopy (front and back) of the green card or the work permit**
 - For international students: **Copy of the most recent form I-20, and a Letter from the International Students' Office of the school confirming that the student's F-1 status is active.**
 - For other cases: Copies of any available immigration notices/documents.
9. A **photocopy** front and back of the applicant's Cameroonian National Identity Card AND/OR Cameroonian Birth Certificate.
10. A photocopy of the applicant's U.S. issued driver's license or state I.D. if available.
11. **Proof of profession:** Copy of student I.D. and enrollment verification letter from the school for students, or copy of work ID and letter from the employer confirming the profession/title/position of the applicant, or copies of any other available documents.
12. **Consular Cards for minors (Under 21 years old):** The application forms must be signed by a parent or a legal guardian and the nature of the relationship between the under-aged applicant and the signatory must be specified in parenthesis (Example: *father, mother, or legal guardian*); if the child is under the care of a legal guardian, **photocopies** of any documents assigning guardianship must be provided.
 - Notarized letter of support from at least 1 parent/legal guardian + copy of passport or national identity card of the parent/legal guardian.
 - **Parent/legal guardians who are in Cameroon** must provide a **parental authorization legalized by the Police** along with a **copy of their valid national identity card OR of the identification page of their valid Cameroonian passport.**
 - **Parent/legal guardians who are neither in Cameroon nor in the United States** must legalize the parental authorization at the nearest Cameroonian Embassy/Consulate, and provide a certified copy of the identification page of their Cameroonian passport.
13. **Married women:** Photocopy of the marriage certificate – **Note:** Women who went through a marriage that was terminated due to a divorce or the death of a former spouse must provide a copy of the divorce decree, or a copy of the death certificate, whichever applies.
14. **Any additional documents deemed necessary for the processing of the request.**

**EMBASSY OF THE REPUBLIC OF
CAMEROON**

Telephone: (202) 265-8790

Fax: (202) 387-3826

Email: cs@cameroonembassyusa.org



**AMBASSADE DE LA REPUBLIQUE DU
CAMEROUN**

2349 Massachusetts Avenue N.W.

Washington, DC 20008

www.cameroonembassyusa.org

DEMANDE DE CARTE CONSULAIRE – APPLICATION FOR CONSULAR CARD

(REMPLIR EN LETTRES MAJUSCULES SEULEMENT AVEC UN STYLO A ENCRE NOIRE OU BLEUE / WRITE IN CAPITAL LETTERS ONLY WITH A BLACK OR BLUE INK PEN)

**Je Soussigné(e)
I, the Undersigned**

Nom de Famille

Surname

Prénom(s)

Given name(s)

Date de Naissance

Lieu de Naissance

Sexe M

Date of Birth

Place of Birth

Genred F

PHOTO

Nom du Père sur l'Acte de Naissance

Father's Name on Birth Certificate

Nom de la Mère sur l'Acte de Naissance

Mother's Name on Birth Certificate

Situation Matrimoniale

Célibataire

Marié(e)

Divorcé(e)

Veuf(Veuve) (*)

Marital Status

Single

Married

Divorced

Widower(Widow)

Profession du Demandeur

Employeur

Applicant's Profession

Employer

Adresse Domicile

Home Address

N° Apt

Apt N°

Ville

Etat

Code Postal

Pays

City

State

Zip Code

Country

Adresse Email

Email Address

Numéro de Tél.

Phone Number

N° du Passeport Actuel

Délivré Le

A

Current Passport N°

Issued On

At

Titulaire de la Carte Nationale d'Identité Camerounaise N°

Bearer of Cameroonian National Identification Card N°

Délivrée le :

Issued On

Titulaire de la Carte de Résidence N°(# d'Alien)

Bearer of Green Card N°(Alien #)

Résident(e) Permanent(e) Depuis:

Permanent Resident Since

Date d'Arrivée aux Etats-Unis

Date of Arrival in the USA

Type de Visa

Visa Type

Ai l'honneur de solliciter

La Délivrance

Le Renouvellement (*)

Have the honor to request for

The Issuance

The Renewal

D'une carte consulaire camerounaise en ma faveur.

Of a Cameroonian consular card in my favor.

Je déclare sur l'honneur n'avoir acquis aucune autre nationalité.

I declare on my honor that I have not acquired any other citizenship.

. Ma signature engage ma responsabilité, et m'expose en cas de fausses déclarations, à des sanctions aussi bien administratives que judiciaires.

. My signature engages my responsibility and subjects me to administrative as well as judicial sanctions in case of false statements.

Signature

Date

RESERVE A L'ADMINISTRATION / FOR OFFICIAL USE ONLY

Cocher la case correspondante / Check the corresponding box