

## EMBASSY OF THE REPUBLIC OF CAMEROON

Tel.: (202) 265-8790  
Fax: (202) 387-3826  
Email: [cs@cameroonembassyusa.org](mailto:cs@cameroonembassyusa.org)



## AMBAassade DE LA REPUBLIQUE DU CAMEROUN

2349 Massachusetts Avenue N.W.  
Washington, D.C. 20008  
[www.cameroonembassyusa.org](http://www.cameroonembassyusa.org)

### LIFE CERTIFICATE CERTIFICAT DE VIE

The Embassy of Cameroon in the United States (Washington, DC) issues Life Certificates (*Certificats de Vie*) to eligible applicants residing in its area of jurisdiction: the UNITED STATES of AMERICA, MEXICO, COSTA RICA, and the COMMONWEALTH of the BAHAMAS.

- (1) **PROCESSING TIME:** Approximately FIVE (05) business days from the time of reception of an admissible application file.
- (2) **APPLICATION PROCEDURE:** BY MAIL ONLY. The document issued will also be mailed back to the recipient once ready. Follow the steps (a), (b) and (c) below:

(a) **Fill-out his section:**

Applicant's Full Name: \_\_\_\_\_ Phone #: \_\_\_\_\_  
*As written in passport*

(b) **Documents to submit:** Be advised that **Incomplete applications will be returned and experience significant delays.**

1. One printed copy of the present form with section (2)(a) above filled out, as cover page for your application file.
2. A notarized written request addressed to the Ambassador: The applicant must ask in writing that a life certificate be established for their benefit – In this request, the applicant should state for what purpose they will use the document requested, and include their contact information (*complete address, phone number and email address*). This request must be notarized by a notary public prior to mailing the application file to the Embassy.
3. A copy of the identification page of the applicant's passport;
4. A copy of the applicant's birth certificate;
5. A copy of the Cameroonian National Identity Card if available (front and back);
6. Proof of address in the United States or in the applicant's country of residence: copy of state-issued driver's license, phone/gas/electric bill, or any other proof of address;
7. Sworn statements by three witnesses + copies of their identification documents (a life certificate cannot be issued without this documentation):
  - a. Notarized sworn statements by three (03) witnesses residing in the same area (city and state) as the applicant: **The witnesses must specify their relationship to the applicant and testify that they have physically seen the applicant and that the latter is ALIVE.** The contact information (complete address and phone number) of each witness must be included in the sworn statement;
  - b. Proof of identification for each witness (copy of valid ID: state ID, driver's license, passport, green card);
8. Copies of immigration documents indicating the applicant's residency status in the United States:
 

**Proof of Residency Status in the United States:**

  - For permanent residents: **photocopy** of the green card;
  - For applicants whose case is awaiting a final decision, or about to start: provide copies of any available documents justifying that a procedure of adjustment of status is in progress or about to start;
  - For international students in American schools: **copy** of the most recent form I-20, along with a letter from the International Students Office of the school **confirming a current enrollment under the F-1 student status**;
  - For other cases: provide a copy of any available immigration documents.
9. **Fees:** A \$5.46 POSTAL MONEY ORDER made payable to "Embassy of Cameroon".
10. Any additional document deemed necessary for processing the request. In this case, the Consular Section will contact you.

(c) **How and where to mail the application file?** 2 prepaid envelopes (Use FedEx, UPS or USPS) with tracking must be prepared:

The first envelope must be addressed from the applicant to the Embassy, and will serve to mail the file to the Embassy at:

EMBASSY OF CAMEROON – Attn: CONSULAR SECTION – CERTIFICATION  
2349 MASSACHUSETTS AVENUE NW, WASHINGTON, DC 20008

The second prepaid envelope, addressed from the Embassy back to the applicant, will serve to return the processed paperwork.

**Please take extra care in making sure that the return envelope is prepaid, has a tracking number and is addressed correctly.**

- (3) **QUESTIONS?** Send your inquiry/question by email to [cs@cameroonembassyusa.org](mailto:cs@cameroonembassyusa.org). Start the subject line of your email with the words "Life Certificate". 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.