

Passports and Identification cards for US, Canadian and Mexican citizens having recovered their Luxembourg citizenship based on ancestry

Congratulations for your recovered Luxembourg citizenship!

Submitting the application

In order to submit your first passport and identification card application, please send the copy of the documents listed below to the following email address: washington.consular@mae.etat.lu

All documents must be submitted in color PDF format:

- Your "Lettre de Recouvrement" and its enclosures.
- The main page of your US/Canadian/Mexican passport.
- Your US/Canadian driver's license, or Mexican "Instituto Federal Electoral" card stating your current address.
- In case you do not have a driver's license, please send a copy of your most recent gas/electricity or phone bill reading your name and current address.

Marital Status Documents:

- If **married**, a copy of the marriage certificate and a copy of your spouse's valid photo ID.
- **Your spouse's name is added to the second page PER REQUEST ONLY:** if you would like to have your spouse's name added to the second page of your passport, it is YOUR RESPONSIBILITY to verify with us that the spouse's name is listed correctly in your information on the Registry of Luxembourg BEFORE you come in for your appointment.

Minor children:

- A copy of their birth certificate(s).
- A copy of the main pages of their passport(s).
- A notarized statement written and signed by the parents confirming that parents and children do reside at the same address. Please find a template on the previous page.
- Copy of both parents' drivers' license reading the current address.

Please note: we will not accept copies of documents taken with a smart phone laying on a countertop, table, desk, carpet, etc. The scanned documents must be on a NEUTRAL background with no items, fingers, etc.

In case you prefer to submit your application via post, please make sure to include your contact information (telephone number and email address) to allow us to communicate with you.

Scheduling an appointment:

Once all documents are verified, the procedure to request your first passport(s) and identification card(s) will be launched. We process the applications on a first-come-first-served basis.

The average processing time to this point is around 120 days, but you also have the option to travel to Luxembourg and obtain your documents at the Passport Office where an expedited procedure is available.

After checking the identity based on the data from the National Registry of Natural Persons, we will invite you to present yourself at the Embassy in order to integrate the biometric identifiers.

You will e-mail us a couple of dates and times as options for your appointment. You may not get your preferred date and time for a passport appointment, but we will do our best to accommodate your preferences. At that moment, you will also be asked to submit your payment.

There are absolutely NO DROP INS possible. You must have a confirmed appointment.

Do not make travel plans or book a flight until your appointment has been confirmed.

Collecting biometric data:

- the **digital fingerprints** (prints of the left and right index). Children under 12 years of age are exempt from the requirement to provide their fingerprints;
- the **facial image**;
- the **signature**. Minor children under 6 years of age are exempt from signature.

After your appointment at the Embassy

Shipping your Passport and ID card:

Once we have received your documents from Luxembourg, we will inform you via e-mail. When you come for your appointment, please provide us with a prepaid express FedEx label (one FedEx label per family):

- Please create a label on the FedEx website <https://www.fedex.com/lite/lite-ship.html#address>
- The label should be addressed **FROM Embassy of Luxembourg (2200 Massachusetts Ave, NW, Washington, DC, 20008) TO your home address (or work address if you prefer).**
- E-mail us your label, the label must have a barcode.
- **If you are having difficulties creating a label, please call 1-800-GO-FEDEX or go to a FedEx office and have them create one for you.**