

Maldives Police Service
 Male'
 Maldives



APPLICATION FORM FOR POLICE CERTIFICATE

1. Personal Details							
Full Name							
Date of Birth		Sex		Phone no(s)			
e-mail				Fax			
Nationality			Previous Nationality (if applicable)				
National Identification no:							
Permanent address				Current/mailling address			
TO BE COMPLETED BY NON-MALDIVIANS ONLY	<input type="checkbox"/>	Is/was working in the Maldives under a work permit (attach a copy)					
	<input type="checkbox"/>	Is/was a dependent (attach a copy of dependent card)					
	<input type="checkbox"/>	Other (specify)					
Period(s) of residency in the Maldives (attach separate sheets if necessary)			From:		To:		
Place of employment in the Maldives (if applicable)							
2. Application Details							
I am applying for a Police Certificate because (choose one)							
<input type="checkbox"/>	A Maldivian office/institution/organization/company...etc requires a Police Certificate from me (if YES, state the name of the place)						
Name of the Place							
Reason							
<input type="checkbox"/>	A foreign country requires a Police Certificate from me (if YES, complete the following)						
Passport number(attach a copy of the passport's information page)							
Country the Police Certificate will be submitted to							
Reason for request							
Required number of copies							
Do you wish the Police Certificate to be mailed to you (If YES, provide a self-addressed, postage paid envelope)				YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
<ul style="list-style-type: none"> I, hereby request and authorize the Maldives Police Service to conduct a criminal history check for arrests, charges and/or convictions I may have, recorded at the Maldives Police Service. I declare that all information provided in this form is true and correct to the best of my knowledge. By completing part 4 of this application, I consent and authorize the Maldives Police Service to disclose information about me to the place/organization I have stated. 							
Signature of the applicant				Date			

For official use only	
Received by:	
Station:	Rank and Name.....
Service Number.....	
All documents enclosed: YES <input type="checkbox"/>	NO <input type="checkbox"/>
Received Date.....	signature.....

INSTRUCTIONS

- Please fill the form in legible handwriting in BLACK or BLUE ink only.
- Completed applications can be submitted to the Maldives Police Service Headquarter in Male', Villi Police Station or Regional Police Stations in the atolls. Or it can be posted to the following address.

*Bureau of Crime Records,
Maldives Police Service,
Shaheed Hussain Adam Building,
Boduthakurufaanu Magu,
Male', Republic of Maldives.*

- The Police Certificate can be collected from the Police Headquarters, Male' (Shaheed Hussain Adam Building, Boduthakurufaanu Magu), after 10 working days (excluding the day of application).
- Application for Police Certificate can be submitted to the Maldives Police Service Headquarter in Male' or Divisional Police Stations in the atolls at all times.
- Please make sure all necessary documents/items are submitted with the application. Incomplete applications will not be accepted.
- DO NOT STAPLE your photograph to the application. Stapled photographs WILL NOT BE ACCEPTED.

NOTE:

1. The Police Certificate can be attested by presenting the original and copy of the Police Certificate at Shaheed Hussain Adam Building of Maldives Police Service. (Attestation service will be provided between 8:00 and 15:00 hrs on official working days.)
2. If any assistance is required, please call 3322112 (ext. 3733) during official working hours.

CHECK LIST

Maldivian Nationals

- Completed and signed application form.
- Passport size photograph with a white background taken within the past 3 (three) months (only photos with a white background will be accepted).
- A copy of the National Identification Card or an official document providing permanent address and National Identification Card number (eg: Driving License).
- A copy of the Passport's information page if the Police Certificate will be submitted to a foreign country.

Foreign Applicants

- Completed and signed application form.
- Passport size photograph with a white background, taken within the past 3 (three) months (only photos with a white background will be accepted). DO NOT staple the photograph to the application.
- A copy of the Passport's information page.
- A copy of Work Permit card (if applicable).
- An original letter from the employer (except for dependents), on the organization's letterhead, with an original stamp. The letter should clearly state the period, place and position of employment

Foreign applicants under a Dependent Visa

- A copy of the Dependent Card (applicable for dependents only)
- A copy of all stamped pages of the Passport.
- A copy of the original Visa holder's Passport information page (applicable for dependents).