

Maldives Police Service

Male',
Maldives

Mrf 20
REVENUE
STAMP

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 dependant (attach a copy of dependant 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 the 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 for request			
<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			
3. Criminal Records			
Have you ever been arrested by the police	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever been charged for a crime in the Maldives	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever been convicted of a crime in the Maldives	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
If YES to any of the above, state the year and details	Year		Details:
Period of criminal history check (if it is for more than five years)			
4. Consent to Disclose Information to Third Parties			
Do you want the Police Certificate to be sent directly to someone other than you?		YES	NO
If YES, complete the following			
I,....., the undersigned, consent and authorize the Maldives Police Service to disclose information and provide my Police Certificate to the following person/place.			
Name of the person/place.....			
Do you wish the Police Certificate to be mailed to you or any other person/place (If YES, provide a self-addressed, postage paid envelope)		YES	NO
<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:

Rank, Name and service number.....

All documents enclosed: YES NO

Please read the instructions on other side..!!

INSTRUCTIONS

- Please complete **ALL** applicable places clearly (preferably in BLACK or BLUE ink)
- Completed applications can be submitted to the Maldives Police Service Headquarter in Male', Villi Police Stations or Regional Police Stations in the atolls, OR emailed to records@police.gov.mv OR posted to the following address,

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

- You may collect the Police Certificate from the Police Headquarters, Male' (Shaheed Hussain Adam Building, Boduthakurufaanu Magu), within 10 working days (excluding the day of application).
- Police Certificate will be issued on all working days between **1000 hrs to 1100 hrs and 1400 hrs to 1500 hrs.**
- Please make sure all necessary documents/items are **SUBMITTED** with the application. Incomplete applications will result in delays.
- **DO NOT STAPLE** your photograph to the application. Stapled, damaged, or low quality photographs **WILL NOT BE ACCEPTED.**
- **PROVIDE** a 20 Rufiyaa revenue stamp OR a bank draft equal to 20 Rufiyaa payable to Maldives Police Service along with the application, if you email the application, make sure to send the fee to above postal address, with your name and identification clearly stated along with it, Records check will only be processed after we receive all documents and fees (*effective from 02nd March 2009*)

Note:

- 1) If you have not filled the "country the police certificate will be submitted" in Part 2, the Police Certificate will be issued to use in your home country
- 2) Copies of the Police Certificate can be authenticated by bringing original Police Certificate along with the copies to Maldives Police Service, Shaheed Hussain Adam Building, between 0800hrs to 1500hrs on all working days
- 3) The minimum period for record check is 05 years. If you require a police certificate for a longer duration please fill the applicable row in Part 3
- 4) If you need any help regarding the Police Certificate, please do not hesitate to call us, on +960 3322112 (ext. 3733)

CHECK LIST

Maldivian Nationals

- ☒ Completed and signed application
- ☒ Passport size photograph with a white background, taken within the past 3 months (only photos with a white background will be accepted).
- ☒ Authenticated copy of the National Identification Card or an official document providing permanent address and national Identification Card number (eg: Driving License)
- ☒ If the Police Certificate will be submitted to a foreign country, an authenticated copy of the Passport's information page.
- ☒ A 20 Rufiyaa revenue stamp or a 20 Rufiyaa bank draft*

Foreign Nationals

- ☒ Completed and signed application
- ☒ Passport size photograph with a white background, taken within the past 3 months (only photos with a white background will be accepted).
- ☒ An authenticated copy of the Passport's information page
- ☒ An authenticated copy of Work Permit card or a Dependant card
- ☒ An original letter from the employer (except for dependants), in the organization's letterhead, with an original stamp. The letter should clearly state the period, place and position of employment
- ☒ Authenticated copy of original visa holders Passport's information page
- ☒ Copy of the visa pages of the passport (applicable for dependants only)
- ☒ A 20 Rufiyaa revenue stamp or a 20 Rufiyaa bank draft*

** Fees will be collected for applications after 02nd March 2009*