

EXEMPTION VIGNETTE

****WALK INS ACCEPTED every day from 0800-1500****

48 FSS/Passport Office Hours of Operation: Monday-Friday 0800-1500

CLOSED: Third Wednesday of the month, USAFE Family Days, US Federal Holidays, and Goal Days

48fss.passports@us.af.mil / DSN: 226-1210 / COMM: 01638 52 1210 /

www.lakenheathfss.com/military-personnel-section



The exemption vignette allows dependents (spouses and children under 21 years of age) of military members to reside in country for the duration of their sponsors' tour. It is **optional** but highly recommended as it can assist with off base employment, UK schooling, renting UK property, etc. The vignette is **FREE** and will be placed in the no-fee or foreign passport.

*(Exemption Vignette processing will take **APPROXIMATELY** 6-8 weeks from Mail Out Date)*

Note: Military dependents that do not obtain the exemption vignette will obtain an open-ended stamp and must travel with their sponsors' orders and/or approved command sponsorship application, along with their dependent ID card.

Please complete the fields below:

Sponsor Information:

Full Name (First Middle Last): _____ Rank/Grade: _____

Date of Birth (DD/MMM/YY): _____ Unit/Base: _____

Date Arrived at Station (DD/MMM/YY): _____ Tour Length: _____ DEROS (mm/yyyy): _____

Phone Number: _____ Email: _____

Physical UK Residency Address (no PO box or TMO): _____

Dependents' Information:

Note: Names must reflect that on passport

1- Full Name (First Middle Last): _____ Relationship: _____

Date of Birth (DD/MMM/YY): _____ UK Entry Date (DD/MMM/YY): _____

Passport Number: _____ Email: _____

2- Full Name (First Middle Last): _____ Relationship: _____

Date of Birth (DD/MMM/YY): _____ UK Entry Date (DD/MMM/YY): _____

Passport Number: _____ Email: _____

3- Full Name (First Middle Last): _____ Relationship: _____

Date of Birth (DD/MMM/YY): _____ UK Entry Date (DD/MMM/YY): _____

Passport Number: _____ Email: _____

4- Full Name (First Middle Last): _____ Relationship: _____

Date of Birth (DD/MMM/YY): _____ UK Entry Date (DD/MMM/YY): _____

Passport Number: _____ Email: _____

5- Full Name (First Middle Last): _____ Relationship: _____

Date of Birth (DD/MMM/YY): _____ UK Entry Date (DD/MMM/YY): _____

Passport Number: _____ Email: _____

Items Required:

- US no-fee passport (US citizens) or Foreign passport (Foreign nationals) ****Passport must be mailed with application****
- (2) Two Passport photos 2x2 (Taken within the last 6 months - No Glasses - Can be obtained at Kodak store BX)
- PCS orders
- Surf or Career Data Brief (required)
- Command Sponsorship (if applicant is not on original orders)
- Copy of Marriage certificate (if applicant is not on original orders or there has been a name change)
- Prior UK visa and/or BRP card (if applicable)

- (1) One A-4 pre-paid envelopes from British Royal Mail (Royal Mail Special Delivery-silver/gray) with 500g stamps

****Note:** Only (1) one envelopes required per family ******