

Pursuant to Article 19 paragraph (5) of the Law on Travel Documents of Bosnia and Herzegovina ("Official Gazette of BiH", nos. 4/97, 1/99, 9/99, 27/00, 32/00, 19/01, 47/04, 53/07, 15/08, 33/08, 39/08 and 60/13), the Ministry of Civil Affairs of Bosnia and Herzegovina shall pass the

GUIDELINES
ON THE PROCEDURE, PRICE AND JURISDICTION OF THE AUTHORITIES RESPONSIBLE
FOR ISSUANCE OF TRAVEL DOCUMENTS WITHIN THE DEADLINE SHORTER THAN
PRESCRIBED

Article 1
(Subject)

These Guidelines prescribe the procedure, deadline for personalization, distribution, price and jurisdiction of the authorities responsible for issuing of travel documents of Bosnia and Herzegovina, within 72 hours following the moment of filing the application.

Article 2
(Resolving applications)

(1) The applicant for issuance of travel documents is entitled to request of the competent authority to issue a travel document within the deadline shorter than 30 days as prescribed by Article 19 Paragraph (4) of the Law on Travel Documents of Bosnia and Herzegovina ("Official Gazette of BiH", nos. 4/97, 1/99, 9/99, 27/00, 32/00, 47/04, 53/07, 15/08, 33/08, 39/08 and 60/13).

(2) When it comes to treatment abroad, illness and death of the immediate family member, the competent authorities issue a travel document within 72 hours following the time of filing the application, if the request is submitted in Bosnia and Herzegovina; or within up to 7 days if the request is submitted in the diplomatic and consular representations of Bosnia and Herzegovina abroad. When filing the application, the applicant shall submit the necessary evidence (evidence of death and evidence of kinship, or referral for treatment abroad).

(3) In the process of resolving an application for issuance of a passport within deadline shorter than prescribed, the competent authority for issuance of travel documents shall specify in the application that the travel document is to be personalized no later than the time specified in paragraph (2) of this Article.

(4) The competent authorities for issuance of travel documents shall, at the request of the applicant, and without establishing reasonableness for issuance of a travel document subject to the procedure referred to in paragraph (2) of this Article, issue a travel document if the applicant pays the fee for issuance of travel documents within the deadline shorter than prescribed.

(5) The competent authorities for issuance of travel documents shall enable the submitting of the application for issuance of a travel document within the deadline shorter than prescribed immediately after the application for issuance of identity card is submitted.

Article 3
(Deadline for personalization of travel document)

The Agency for Identification Documents, Registers and Data Exchange is obliged to immediately start production of a travel document based on the request of the competent authority for issuance of travel documents referred to in Article 2 of these Guidelines.

Article 4
(Fees and charges of travel documents)

(1) Fee of a travel document issued subject to Article 2, paragraph (2) of these Guidelines is equal to the price of a travel document issued through the regular procedure.

(2) For issuance of the travel documents subject to Article 2, paragraph (4) of these Guidelines, the applicant at the territory of Bosnia and Herzegovina is obliged to pay the price of a travel document issued subject to regular procedure, as well as the price for additional costs of the competent issuing authorities caused by the procedure for issuance of travel documents within the deadline shorter than prescribed in amount of BAM 200.00, which is to be paid to the banking account of the competent issuing authority.

(3) For issuance of travel documents subject to Article 2 paragraph (4) of these Guidelines, the applicant abroad is obliged to pay the price for a travel document subject to regular procedure in Diplomatic and Consular Representations of BiH, as well as the additional consular charge for additional costs caused by procedure for issuance of travel documents within the deadline shorter than prescribed in amount of € 250(euros).

Article 5
(Distribution of travel documents)

Distribution of a travel document issued subject to these Guidelines is carried out by the competent authority at whose request the travel document was issued.

Article 6
(Entry into force)

These Guidelines shall enter into force on the eighth day following the day of the publication in the "Official Gazette of BiH".

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29 October 2014

Minister
M.Sc. **Sredoje Nović**