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**RULEBOOK  
MANNER OF RECEIVING OF  
THE TRAVEL DOCUMENT**

**“Official Gazette of BiH” No. 55/09**

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**“Official Gazette of BiH” No. 55/09 of July 14, 2009**

Pursuant to Article 18, paragraph (1) 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 and 39/08), the Ministry of Civil Affairs of Bosnia and Herzegovina issues a

**RULEBOOK ON  
MANNER OF RECEIVING OF  
THE TRAVEL DOCUMENT**

Article 1  
(Subject)

This Regulation shall specify the manner of receiving of issued travel documents.

Article 2  
(Receiving of travel document)

(1) The applicant for issuing of a travel document shall receive a travel document at the authority responsible for issuing of travel documents with which he/she has filed the application for issuance of travel documents.

(2) Diplomatic and Consular Representations of Bosnia and Herzegovina can, exceptionally, deliver the travel document via mail. The competent Diplomatic and Consular Representation shall assume the responsibility for sending of travel documents via secure mail.

(3) For persons under the age of 14 (fourteen), a travel document shall be received by one of the parents, guardian or other legal representative.

(4) Persons from 14 (fourteen) to 18 (eighteen) years of age must be accompanied by one parent, guardian or other legal representative when receiving travel documents.

Article 3  
(Acquiring of a travel document by a proxy)

(1) Exceptionally, a proxy can receive the passport, if the authority in charge of issuing travel documents has received the application for issuance of a travel document by a mobile workstation.

(2) The applicant for issuing of travel documents may, in front of official persons who receive the applications by a mobile workstation, authorize the

adult person to receive his/her travel document which is to be verified by his/her signature on the application for issuance of travel documents.

(3) The proxy, who has not acquired a Power of attorney subject to point (2) of this Article, shall be obliged to submit a Power of attorney signed by the travel document holder and verified by the body authorized to verify powers of attorney when receiving a travel document.

Article 4  
(Signing on the occasion of receiving)

A travel document holder or his/her representative shall verify receiving of the travel document by his/her signature on the occasion of receiving of the travel document.

Article 5  
(Entry into force)

This Regulation shall enter into force on the eight day following the day of publication in the "Official Gazette of BiH".

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Number 06-2-30-4-154/09  
July 2, 2009

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Minister  
Mr. **Sredoje Nović**