

United States Embassy, Dhaka, Bangladesh
Message for U.S. citizens
U.S. Citizen Service hours in Chittagong and Town Hall followed by services in Cox's Bazar

November 26, 2014

American Citizen Services (ACS) is planning a trip to Chittagong and Cox's Bazar to provide various consular services. We will also be holding a Town Hall meeting with U.S. Citizens in Cox's Bazar. Please see below for detailed schedule.

During the Consular Services in Chittagong and in Cox's Bazar, we will be accepting applications for passport renewals and additional pages as well as for Consular Reports of Birth Abroad (CRBAs). We will also be providing notary services. Please note that we can only accept the passport and CRBA cases, not approve them. Since there will be no access to our consular database the Consular Officer will review the documents and do the proper systems or requirement checks upon returning to our office in Dhaka. We will notify subjects later of the review decision or if any additional documentation is required. If you plan to submit information for a pending (previously submitted) case please send us an email by December 7th with the name and date of birth of the case subject.

Event: **U.S. Citizen Services Hours in Chittagong**

Date and Time: **Wednesday, December 10, 2014, between 1:00p.m. and 5:00p.m.**

Place: **[The Peninsula Hotel](#), Chittagong**

Since we will have limited cashiering resources, we will only be taking fees in Bangladeshi taka. The following are the fees for various services we can provide:

Minor passport renewal	8,295 taka
Adult passport renewal	8,690 taka
Adding extra pages	6,478 taka
Consular Report of Birth Abroad and Minor Passport	16,195 taka
Notarial Fee	3,950 taka per notarial seal

Note: Exact change will be appreciated

Please bring all required documents to submit your application. You should also bring photo copies of each original document that is required for your application. We will match the copies with the originals, return the originals and keep the copies for the file. Incomplete applications will not be accepted. For detailed information on documents and other requirements, please visit our website at <http://dhaka.usembassy.gov/service.html>. Please bring your U.S. passport for admission.

During our time in Chittagong, we also plan to conduct outreach to perspective Bangladeshi student visa applicants to discuss the application process, requirements, and how to best prepare for the interview.

Event: **Student Visa outreach in Chittagong**

Date and Time: **Thursday, December 11, 2014, between 9:00a.m. and 10:00a.m.**

Place: **[The American Corner](#), Chittagong**

The schedule for the Town Hall meeting with the U.S. Citizens followed by various consular services in Cox's Bazar is as follows:

Event: **Town Hall meeting with the Ambassador, followed by U.S. Citizen Services Hour in Cox's Bazar (ACS services will begin at 7:00p.m).**

Date and Time: **Thursday, December 11, 2014, between 6:00p.m. and 8:00p.m.**

Place: **[Ocean Paradise Hotel & Resort](#), Cox's Bazar**

For the town hall meeting, we have very limited space and to ensure we can accommodate everyone, we request that you email us your full name, passport number and phone number to RSVP at DhakaACS@state.gov by **December 4, 2014**.

Emergency services for U.S. citizens are available at all times [U.S. Embassy Dhaka](#) is located at Madani Avenue, Baridhara, Dhaka, Bangladesh 1212, and by telephone at (88) (02) 5566-2000 during regular hours. If you are a U.S. citizen in need of urgent assistance, the emergency number for the U.S. Embassy is (88) (02) 5566-2000; for after-hours emergency services, please press "0" and ask for the duty officer. You may be asked to explain your emergency; this is to better direct your call.

American Citizens Services
U.S. Embassy
Dhaka, Bangladesh