Text consolidated by Valsts valodas centrs (State Language Centre) with amending regulations of:

16 July 2013 [shall come from force from 1 January 2014];

4 February 2014 [shall come into force from 17 February 2014];

21 February 2017 [shall come into force from 24 February 2017];

26 September 2017 [shall come into force from 29 September 2017];

27 August 2019 [shall come into force from 2 September 2019].

If a whole or part of a paragraph has been amended, the date of the amending regulation appears in square brackets at the end of the paragraph. If a whole paragraph or sub-paragraph has been deleted, the date of the deletion appears in square brackets beside the deleted paragraph or sub-paragraph.

Republic of Latvia

Cabinet

Regulation No. 133

Adopted 21 February 2012

**Regulations Regarding the State Duty for the Issuance of Personal Identification Documents**

*Issued pursuant to*

*Section 5, Paragraph nine and Section 6, Paragraph eight of the Personal Identification Documents Law*

1. This Regulation prescribes the procedures for payment of the State duty for issuance of identity cards and passports, the amount of the State duty, and also the reliefs and exemptions from the State duty.

2. The State duty for issuance of a personal identification document shall be transferred into the State basic budget.

3. The amount of the State duty for issuance of a passport shall be:

3.1. EUR 30.00 if the passport is issued within 10 working days;

3.2. EUR 55.00 if the passport is issued within two working days.

[*27 August 2019*]

4. The amount of the State duty for the issuance of an identity card shall be:

4.1. EUR 15.00 if the identity card is issued within 10 working days;

4.2. EUR 30.00 if the identity card is issued within two working days.

[*27 August 2019*]

5. If a person concurrently submits documents for the issuance of a passport and identity card, the amount of the State duty shall be:

5.1. EUR 20.00 for the issuance of the passport within 10 working days;

5.2. EUR 40.00 for the issuance of the passport within two working days.

[*27 August 2019*]

6. Reliefs from the State duty for the issuance of a personal identification document (except for a residence permit) are determined for the following persons:

6.1. a person who upon submitting documents for the issuance of a passport or identity card has not attained 20 years of age;

6.2. a person who has attained the age specified in Section 11, Paragraph one of the law On State Pensions;

6.3. a person to whom an old-age pension has been granted and who presents a pension certificate;

6.4. a person to whom Group I or II disability has been determined and who presents a document certifying the disability.

7. The amount of the State duty for the issuance of a passport to the person referred to in Paragraph 6 of this Regulation shall be:

7.1. EUR 15.00 if the passport is issued within 10 working days;

7.2. EUR 30.00 if the passport is issued within two working days.

[*27 August 2019*]

8. The amount of the State duty for the issuance of an identity card to the person referred to in Paragraph 6 of this Regulation shall be:

8.1. EUR 5.00 if the identity card is issued within 10 working days;

8.2. EUR 15.00 if the identity card is issued within two working days.

[*27 August 2019*]

9. Reliefs from the State duty are determined for the issuance of a personal identification document (except for a residence permit) within two working days if:

9.1. the person needs medical treatment in a foreign state;

9.2. the person needs to leave for a foreign state in case of an illness or death of a relative;

9.3. a person who has not attained 20 years of age or a student of an educational institution who has not attained 24 years of age leaves for foreign states on a trip organised by an educational institution or youth organisation;

9.4. the person has, upon entering into marriage, changed the surname and within 30 days after entering into marriage has submitted documents for the issuance of a personal identification document;

9.5. the person has, within 30 days after acquiring Latvian citizenship through naturalisation procedures, submitted documents for the issuance of a personal identification document.

10. Relief from the State duty for the issuance of a personal identification document within two working days in the case referred to in Sub-paragraph 9.1, 9.2 or 9.3 of this Regulation shall be applied if the person submits a document certifying the respective case.

11. When applying the relief from the State duty referred to in Paragraph 9 of this Regulation for the issuance of a personal identification document within two working days, the person shall pay the State duty referred to in Sub-paragraph 3.1, 4.1 or 5.1 of this Regulation accordingly but the person referred to in Paragraph 6 of this Regulation shall pay the State duty referred to in Sub-paragraph 7.1 or 8.1 of this Regulation.

12. A person shall make payments of the State duty into the State budget, using the following types of payment services:

12.1. in cash or using methods of payment according to the specific nature of settlements of the country of residence (for example, cheques) in a diplomatic or consular mission of the Republic of Latvia in a foreign state (hereinafter – the mission of Latvia). The resources collected with the intermediation of the Ministry of Foreign Affairs shall be transferred into the revenue account of the State basic budget and administered by the Ministry of Foreign Affairs;

12.2. with the intermediation of such a provider of payment services which has the right to provide payment services within the meaning of the Law on Payment Services and Electronic Money (hereinafter – the provider of payment services);

12.3. in the Office of Citizenship and Migration Affairs (hereinafter – the Office) by using a payment card in the payment terminal or in another alternative system (if the Office or intermediary institution technically ensures this);

12.4. in the mission of Latvia by using a payment card in the payment terminal or in another alternative system (if the Ministry of Foreign Affairs or intermediary institution technically ensures this). The resources collected with the intermediation of the Ministry of Foreign Affairs shall be transferred into the revenue account of the State basic budget and administered by the Ministry of Foreign Affairs.

[*27 August 2019*]

13. If a person concurrently submits or presents documents for the issuance of both the passport and identity card, the Office or the mission of Latvia shall issue a personal identification document only after the State duty for both personal identification documents is paid.

14. If a person makes payment of the State duty with the intermediation of the provider of payment services:

14.1. the Office shall issue the personal identification document only after the payment amount of the State duty is transferred into the respective State budget account in the Treasury;

14.2. the mission of Latvia shall issue the personal identification document only after the payment amount of the State duty is transferred into the account of the mission of Latvia.

15. If a person makes payment of the State duty in the Office or the mission of Latvia by using a payment card in the payment terminal or in another alternative system (if the Office, Ministry of Foreign Affairs or intermediary institution technically ensures this), the Office or the mission of Latvia shall issue the personal identification document after the transaction of payment cards is approved.

16. Exemptions from the State duty for the issuance of a personal identification document shall be determined if:

16.1. the person is under full support of the State or local government and submits a document certifying such fact;

16.2. the previous personal identification document has become invalid due to the fault of the issuing authority;

16.3. a diplomatic or service passport is issued to the person;

16.4. an identity card of an employee of a foreign diplomatic or consular mission accredited in Latvia, international organisation or its representation, or consular institution or a family member of such employee is issued to the person;

16.5. the personal identification document is issued for the first time to a refugee or a person to whom the alternative status has been granted;

16.6. after notification of the decision of the Minister for the Interior on the prohibition to exit the Republic of Latvia, the identity card shall be issued for the time period indicated in the decision.

[*21 February 2017; 26 September 2017*]

16.1Exemptions from the State duty for the issuance of a passport shall be determined for a citizen of Latvia who on 4 October 2014 has attained 18 years of age and the term of validity of whose passport expires by 3 October 2014, and who in the time period from 1 April 2012 to 12 June 2012 has submitted an application for the issuance of an identity card if:

16.1 1. the application for the issuance of a passport was submitted to the Office from 17 February 2014 to 1 October 2014;

16.1 2. the application for the issuance of a passport was submitted to the mission of Latvia from 17 February 2014 to 22 September 2014.

[*4 February 2014*]

17. Paragraph 14 of this Regulation shall not be applied until 1 June 2012 if the person presents a payment document for the payment of the State duty in which clearly legible given name, surname or name of the payer is indicated and it is signed by the payer or confirmed by the provider of payment services with a stamp and signature.

18. This Regulation shall come into force on 1 April 2012.

Prime Minister V. Dombrovskis

Minister for the Interior R. Kozlovskis