

Procedures for Obtaining Police Clearance Certificates

1. You must obtain a set of fingerprints taken on a standard finger print form at any Police Station in the area of residence. 2. Cost of Police Clearance Certificate

- US \$100.00 for Zambians living abroad
- US \$150.00 for non Zambians living abroad

3. Make the International Money Order Money payable to:

- The Inspector General of Police, Zambia Police Service.

4. Send documentation in a DHL envelope or any other courier to:

- The Inspector General of Police
- Independence Avenue
- P.O. Box 50103
- **Lusaka, ZAMBIA**
- Att.: The Director (C.I.D.)
- Tel: (00260-211) 257470/253161
- Fax: (00260-211) 253543/253537
- **Note:** Police Clearance Certificate is valid for *90 days* only.

5. Enclose a pre-paid DHL envelope or any other courier for them to return the Police Certificate to you.