



PASSPORT PRODUCTION

Across the world, British diplomatic and consular posts are improving the efficiency of the passport service by what we call a “hub and spoke” approach. Within Saudi Arabia, passports are now issued only in Riyadh. The Consulate-General in Jeddah and the British Trade Office in Al-Khobar however continue to accept applications and take fees as normal. The applications are then sent to the British Embassy in Riyadh to produce the passports. We are committed to delivering this service within 10 working days of receipt of application. If there are urgent circumstances requiring a quicker turnaround, we will always try hard to accommodate customers’ needs.

However, now that all passports are produced in Riyadh the earlier an application is submitted before travel the better. In an emergency we are to produce passports quickly, but this would mean a personal appearance at the Embassy in Riyadh. In such circumstances you should always call ahead to the Embassy.

HAVE YOU REGISTERED?

Why Register?

On arrival in Saudi Arabia it is wise to register with the Embassy, this is a simple process and can be done on-line. www.britishembassy.gov.uk/saudi Arabia. You will then be contacted by the Embassy and assigned a warden who will keep you informed of any special circumstances that you ought to be made aware of. In an emergency our wardens network is invaluable, over the years they have proved their worth time and time again.

However as well as being a tool for emergencies, registration has proved invaluable to us when passing on news from the UK. With families so widely dispersed in today’s modern world people lose touch, lose emails and phone numbers. The Embassy tends to be the obvious place to go when someone is trying to trace you, whether it be to pass on news of a loved one or let you know that you’ve come into some money. **BUT, while we will pass information to you from someone else WE WILL NEVER pass on your details to anyone without your express permission.** Some people are nervous about registering as they think someone they are trying to avoid can then contact them. We will not give out your details or even acknowledge that you are in the country without your permission.

The way we register our nationals is in the process of changing. We are currently developing a new database which will enable you to register on line just once, then every year you will be contacted to renew your registration which will simply involve confirming everything has remained the same (or editing as necessary). This will not only apply to your main country of residence but also when travelling on holiday to identify the countries where you will be and on what dates. Please check our web-site regularly for updated information on this new system. We are confident that this new service will improve our ability to provide help in crisis situations and reduce delay and worry in times of stress for family and friends at home. If only to reassure someone that you are not in a country at a time when an incident has happened.

Know before you go.....

The Foreign Office have an awareness campaign aimed at encouraging British travellers to prepare better before going overseas. Use this area of our website to help plan your trip overseas.

Log onto the website www.fco.gov.uk go to the travel advice and get up to date advice on the country you are going to visit, local customs, along with contact details for the British Embassy in that country. This covers over 200 countries world-wide.

WHERE TO GO FOR FURTHER INFORMATION

Have you seen our website?

We have been developing our website and it is now a wealth of information: www.britishembassy.gov.uk/saudi Arabia.

Our consular emails are:

Riyadh: consular.riyadh@fco.gov.uk
 Jeddah: cons.jedda@fco.gov.uk
 Al Khobar: btokhobar@hotmail.com

Our opening hours are:

0830-1500 Saturday – Wednesday.

(Note that cash tills close at 1330 so although collection of items are possible until 1500 if you wish to submit an application please come before 1330).

Telephone Numbers:

Riyadh: 01 488 0077
 Jeddah 02 622 5550
 Al-Khobar 03 882 5300