

**EMBASSY OF THE REPUBLIC OF
CAMEROON**

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**AMBASSADE DE LA REPUBLIQUE DU
CAMEROUN**

3400 International Drive, N.W.
Washington, DC 20008
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REQUIREMENTS FOR REPATRIATION OF HUMAN REMAINS TO CAMEROON

FUNERAL HOMES must submit the original along with three (3) copies of the following paperwork:

1. Proof of Cameroonian citizenship of the deceased (Cameroonian Birth Certificate, National Identity Card);
2. Cameroonian passport;
3. Original Death certificate;
4. Embalming certification from the funeral home: the deceased must be placed in a sealed casket and the casket must contain only the body and necessary clothing;
5. Letter or affidavit from the doctor certifying that the remains are free from any contagious disease;
6. Travel itinerary from travel agency;
7. A Prefectural Order, from the Senior Divisional Officer territorially competent in the city (Douala or Yaounde) where the remains will enter Cameroon, authorizing that those remains be transferred (through Douala or Yaounde, whichever applies) to their final destination;
8. An authorization to bury issued by administrative Authorities territorially competent in the area/locality/town/city where the body is to be buried.

NOTES

- The processing time for an authorization to repatriate human remains is approximately **three (3) business days**.
- There is no fee associated with this type of request.
- Items 7 (Prefectural Order) and 8 (Authorization to Bury) must be obtained from Cameroon by the family of the deceased, and must be made available to the funeral home prior to forwarding the request to the Embassy. Scanned legible copies of those documents will be accepted.
- **U.S. Citizens of Cameroonian origin:** For U.S. citizens of Cameroonian origin, whose remains their family would like to have repatriated to Cameroon, the following additional requirements must be provided: the original U.S. passport or U.S. naturalization certificate, and any available documents attesting to the Cameroonian roots of the deceased (former Cameroonian passport, birth certificate or National Identity Card).

Application Procedure

Applications for an authorization to repatriate human remains may be submitted to the Embassy in Washington, D.C., IN-PERSON, or BY MAIL.

(1) IN-PERSON

Complete documentation can be submitted **on a walk-in basis by a representative of a funeral home. No appointment is required.** Funeral home agents must bring the complete documentation **between 09:30am and 12:00pm, Monday through Thursday except holidays**, to the Consular Section of the Embassy located at

**CONSULAR SECTION – SUITE 5M
3007 TILDEN STREET NW
WASHINGTON, DC 20008**

(2) BY MAIL

To apply by mail, send the complete request to the following address:

**EMBASSY OF THE REPUBLIC OF CAMEROON
CONSULAR SECTION – SUITE 5M
3007 TILDEN STREET NW
WASHINGTON, DC 20008**

For the return of the requested authorization once the processing is complete, applicants must include a prepaid return envelope bearing a shipping label filled out with their address as both sender and recipient (they will basically be sending themselves a package). They may use FedEx, UPS, or Express Mail from the United States Postal Service (USPS). All shipping costs must be covered by having the return costs paid upfront at a FedEx or UPS location, or by ensuring that an account number or a credit card number is available on the shipping label for FedEx or UPS to charge for the service; Express Mail envelopes (from USPS) will have to bear stamps amounting to the fee corresponding to that service.

NOTES:

- **Senders of application files by mail must ensure that tracking numbers are available on the original package sent to the Embassy and on the return package, and must record those tracking numbers to enable themselves to monitor the progress of both shipping operations:** It is not the Embassy's duty to provide return tracking numbers, whether by phone or by email, but rather the responsibility of the applicant to ensure that they retain this information in the first place.
- **For applications sent by mail, the applicant CANNOT come in person to pick up their documents.** Their return package will be mailed once the processing is complete.
- Refer to FedEx, UPS, or USPS's websites, or visit one of their locations to get transit rates for return packages; the Consular Section does not have that information!
- If tracking information indicates that a package has been delivered to the Embassy, the sender should rely on that tracking information and refrain from calling or emailing the Consular Section to verify the information.

IMPORTANT GENERAL INFORMATION

01. **Only the Funeral Services are authorized to submit the required paperwork to the Embassy. Any request being transmitted directly by the family of a deceased person will not be accepted.**
02. **The Embassy of Cameroon shall request any additional documentation or information deemed necessary for the processing of any application.**