

## Appendix 1: Summary of fee rates for citizen services and other cases as of 1 January 2026

Item No.	Type of fees	Price in KES	Price in DKK	Section
<b>Citizen Service</b>				
101	Passports, travel documents for refugees and aliens' passports for persons of all ages	24800	1230	Section 2
104	EU emergency passports, other provisional passports, laissez-passers, changes to passports etc.	24800	1230	Section 2
105	Increased fee regardless of age, where a valid or expired passport cannot be presented or where the passport is presented in a damaged condition	36000	1789	Section 2
109	International driving permit	11000	545	Section 5
112	Visas (all types) <sup>3)</sup>	EUR 90	669	Section 3
906	Visas for children aged 6 through 11 years	EUR 45	335	Section 3
907	Provisional passports or extension of passports outside office hours for consular services	57800	2870 <sup>6)</sup>	Section 21
908	Provisional passports on closed days	82600	4100 <sup>7)</sup>	Section 21
909	Re-entry permit (sticker issuance)	37800	1875	Section 4
124	Application for a residence and/or work permits	37800	1875	Section 4
126	Appeal regarding a decision on visa or residence and/or work permit	24800	1230 <sup>1)</sup>	Section 4
127	Personal assistance	24800	1230 <sup>1)</sup>	Section 1
128	Short translations	12400 (24800)	615 (1230) <sup>1)</sup>	Section 1 (Section 6)
129	Insurance cases	24800	1230 <sup>1)</sup>	Section 1
130	Preparation of letters, etc.	24800	1230 <sup>1)</sup>	Section 1
131	Service of process, etc.	24800	1230 <sup>1)</sup>	Section 1
132	Obtaining certificates	24800	1230 <sup>1)</sup>	Section 1
133	Ship documents	24800	1230 <sup>1)</sup>	Section 1
134	Assistance with lost property	11000	545 per case	Section 7
135	Legalisations, certifications, attestations, verification endorsements	5000 (24800)	250 (1230) <sup>2)</sup>	Section 1 /Section 6
151	Hand over of birth and baptism certificates, PIN code letter, credit card, passport delivery at other locations etc.	6300 (24800)	310 (1230) <sup>2)+4)</sup>	Section 1 /Section 6
152	VAT refund	4900 (24800)	245 (1230) <sup>2)+5)</sup>	Section 1 /Section 6

153	Mortuary passport	4900 (24800)	245 (1230) <sup>2)</sup>	Section 1 /Section 6
136	Extraordinary assistance	24800	1230 <sup>1)</sup>	Section 1
148	Submission of application for proof, retention or recovery of citizenship/naturalisation, and receipt of returned original documents	6300 (24800)	310 (1230) <sup>2)</sup>	Section 8
<b>Other cases</b>				
137	Money transfer of social and public benefits	11000	545	Section 14
138	Other money transfers	24800	1230 <sup>1)</sup>	Section 14
139	Information, non-commercial	24800	1230 <sup>1)</sup>	Section 15
140	Visiting arrangements, non-commercial	24800	1230 <sup>1)</sup>	Section 16
141	Direct expenses of the office, related to a given case	Variable	Variable	Section 20
143	Arrears	1700	85	Section 24
144	Conducting exams at a foreign service office	24800	1230 <sup>1)</sup>	Section 17
145	Lending of office videoconferencing equipment	24800	1230 <sup>1)</sup>	Section 18

1) Hourly rate, price per commenced hour. A minimum of 1 hour is charged, and each commenced hour is charged as a full hour.

2) If case processing is required: hourly rate per hour commenced.

3) Note: For countries where the European Commission has concluded or is negotiating a visa facilitation agreement, a fee of Euro 35 (DKK 260) is charged.

4) When collecting multiple documents at the same time, a total of DKK 310 will be charged. However, when handing over passport, the charge is however per passport.

5) If the request for VAT refund involves several independent purchases, DKK 245 will be charged per declaration.

6) When issuing several provisional passports or extending passports in the same transaction, the fee is DKK 2870 for the first passport and then DKK 1230 or 1789 per passport.

7) When issuing several provisional passports or extending passports in the same transaction, the fee is DKK 4100 for the first passport and then DKK 1230 or 1789 per passport.

8) The fee may increase to EUR 135 or EUR 180 if an implementing decision has been adopted by the EU in accordance with Article 25a of the Visa Code. This does not apply to children up to and including the age of eleven.

