



Ministry for Foreign Affairs

Circular note 2/2019

The Ministry for Foreign Affairs presents its compliments to the Diplomatic Missions and Career Consular Posts in Sweden.

The Ministry wishes to remind all missions of the procedure when members of the Mission end their duty and depart from Sweden.

The Mission should collect identity cards issued by the Ministry for Foreign Affairs from the members of the Mission when they end their term of duty and before departure from Sweden.

Without delay after the termination of duty, the Mission should submit to the Protocol Department the form “Notification of end of duty” together with the identity cards. The form, which can be found online in the Diplomatic Guide, should be carefully filled in, including the date of departure.

Residence permit cards, which might be needed when leaving Sweden/Schengen, should be returned as soon as possible after arrival in the country of destination. The cards should be returned to the Protocol Department through the Mission in Sweden.

The same procedure applies to any family member of a member of the Mission.

The Diplomatic Missions and Career Consular Posts
in Sweden

Please be informed that a delay in sending in the documentation and cards mentioned above will prevent the Protocol Department from processing the notification of future members of the mission.

The Ministry for Foreign Affairs avails itself of this opportunity to renew to the Diplomatic Missions and Career Consular Posts in Sweden the assurances of its highest consideration.

Stockholm, 5 February 2019

