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பொலிஸ் ஊடகப் பிரிவு
POLICE MEDIA DIVISION
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Chief Editor/News Editor
News Director/News Manager,
All Media Institutions,

Public Awareness Notice on the Procedure for Issuing Police Clearance Certificates

Public, both local and foreign, frequently seek information from the Sri Lanka Police regarding the process for obtaining Police Clearance Certificates for various official purposes.

Applicants who have maintained a law-abiding record and have not been involved in any unlawful or criminal activity will be able to obtain their Police Clearance Certificates promptly. However, if the applicant has been involved in illegal or criminal activities, the clearance will be issued as an **adverse clearance report**.

Applicants may conveniently submit requests for Police Clearance Certificates through the official website of the Sri Lanka Police by visiting **www.police.lk**, selecting **"Clearance Certificates,"** and completing the relevant online application form.

A Sri Lankan citizen residing overseas is required to pay a fee of **Rs. 5,100/- (Five Thousand One Hundred Rupees)** to obtain a Police Clearance Certificate. Once the payment receipt and application are received, the certificate can generally be issued within **14 days**.

Individuals living abroad often request Police Clearance Certificates for purposes such as **visa extensions, renewal of employment contracts, or other official requirements**. Applications can be submitted through two primary methods:

- **Online Application System**, or
- **Through the Sri Lankan Embassy or Diplomatic Mission** in the respective foreign country.

When submitting an application using either method, applicants must clearly provide the **relevant Police Division, Contact Telephone Number, and Email Address**.

Local citizens request Police Clearance Certificates from the Sri Lanka Police for several purposes, including **Educational Requirements, Business Registrations, and Membership in various Organizations or Companies**. For such applications, individuals should submit a request to the **Officer-in-Charge (OIC)** of the relevant police station together with the following documents:

- A certificate issued by the **Grama Niladhari** confirming the applicant's place of residence
- The **National Identity Card (NIC)** or **Foreign Passport**

After conducting the necessary background verifications, the **OIC of the relevant police division** will issue the clearance certificate within **48 hours**.

Applicants are strongly advised to provide **accurate and complete information** when submitting their applications. Incorrect or incomplete details may result in delays in issuing the certificate. Additionally, if the applicant has any **pending court cases**, has **previously been deported from another country**, or is a **member of the Tri-Forces or the Police Service**, such information must be clearly disclosed in the application.

If any corrections or amendments are required after submitting an application for a Police Clearance Certificate, applicants may contact the **Police Clearance Division** within **72 hours** using the following contact details:

- **WhatsApp:** 071 8592990
- **Telephone:** 011 2439185 / 011 2439186 / 011 2122800

The Police Media Division Sri Lanka kindly requests that the public be informed of the above procedures for their awareness and convenience.

Police Media Division