



**EMBASSY OF BOSNIA AND HERZEGOVINA - OTTAWA**  
**AMBASSADE DE BOSNIE ET HERZEGOVINE - OTTAWA**  
**AMBASADA/ VELEPOSŁANSTVO BOSNE I HERCEGOVINE - OTAVA**

**IZDAVANJE SPROVODNICE**  
**CONSIGNMENT NOTE REQUIREMENTS**

1. Popunjen Zahtjev za izdavanje sprovodnice za prijenos posmrtnih ostataka (potpis podnosioca zahtjeva mora ovjeriti javni bilježnik)
  - *Filled out Application for the Consignment Note for Transport of Human Remains (Notary Public must be a witness of signature.)*
  - Popunjen Zahtjev za prijenos posmrtnih ostataka iz inostranstva u Bosnu i Hercegovinu, zavisno od područja sahrane Federacija BiH, Republika Srpska, Brčko Distrikt BiH
  - *Filled out Consignment Note request form for transport of body remains from overseas to Bosnia and Herzegovina addressed to Federation of BiH, or Republic of Srpska, or Brcko District of BiH, depending on the burial area in B&H*
2. Smrtni list izdan od strane nadležnog tijela u Kanadi
  - *Death Certificate*
3. Uvjerenje o balzamiranju
  - *Embalming Certificate*
4. Uvjerenje da uzrok smrti nije zarazna bolest - doktorski nalaz o smrti
  - *Non Contagious Disease Certificate - Medical Certificate of Death*
5. Uvjerenje o sadržaju kovčega (kovčeg mora biti pripremljen sukladno međunarodnim standardima i hermetički zapečaćen) uz potvrdu da posmrtni ostaci nisu bili ranije sahranjivani
  - *Funeral Directions Declaration on the Contents of the Coffin (the coffin must be prepared for shipment according to international standards – hermetically sealed, and proof that the body was not previously buried)*
6. Potvrda o osiguranom grobnom mjestu za ukop preminule osobe, izdanu od pogrebnog društva ili vjerske institucije iz BiH, s navedenim imenom primatelja
  - *Letter of Acceptance - Burial Place Reservation for the remains of the deceased from Funeral home or religious institution from Bosnia & Herzegovina and the name of the consignee*
7. Kopija važećeg pasoša ili LK BiH (ako preminuli nije posjedovao važeći bh. pasoš ili LK, treba dostaviti rodni list i uvjerenje o državljanstvu kojim se dokazuje državljanstvo BiH – ako na toj ispravi nema fotografije treba dostaviti ispravu s fotografijom preminule osobe (npr. kanadski ili drugi pasoš, strana lična karta, vozačka dozvola i slično).
  - *Copy of Valid Bosnia and Herzegovina Passport (if not, then other document as a proof of citizenship of Bosnia and Herzegovina Birth and Citizenship Certificate - if there is no photography on the document additional identification document with photo is required (Canadian or other Passport, ID, Driver Licence etc.)*
8. Poštanska uplatnica (Money Order) u korist (Payable to:) Embassy of Bosnia and Herzegovina u iznosu od 70.00 CAD (konzularna taksa za sprovodnicu 50.00 CAD + poštanski troškovi dostave 20.00 CAD)
  - *Money Order (for Consignment Note 50.00 CAD, plus postage 20.00 CAD) payable to the Embassy of Bosnia and Herzegovina*



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*NAPOMENA:* Ako je preminuli državljani BiH, ako uzrok smrti nije zarazna bolest i ako nije prethodno sahranjivan, sprovodnicu izdajemo bez saglasnosti nadležnih tijela iz BiH.

*NOTE:* If the dead person is a citizen of Bosnia and Herzegovina passport, the death was not caused by a contagious disease, and the body was not buried, consignment note will be issued without approval from authorized state institutions from Bosnia and Herzegovina.

*VAŽNO:* Kremirani posmrtni ostaci moraju se transportirati u pogrebnim urnama koje su zatvorene i sigurno zaštićene od oštećenja obloženom ambalažom.

*IMPORTANT:* Cremated remains must be transported in funeral urns which are sealed and securely protected from damage by cushioned packaging.

U slučajevima kada preminuli nije državljani BiH, ili ako je uzrok smrti zarazna bolest, ili ako je prethodno već bio sahranjen, pa se posmrtni ostaci prenose nakon izvršene ekshumacije, sprovodnicu izdajemo tek nakon dobivanja saglasnosti od nadležnih tijela u BiH

*- If the dead person is not a Bosnia and Herzegovina citizen, or the death was caused by a contagious disease, or the body was previously buried, consignment note will be issued after approval from authorized state institutions from Bosnia and Herzegovina*

Spomenuto poslati na adresu Ambasade:

*-All is to be sent by mail to the following address:*

Embassy of Bosnia and Herzegovina  
17 Blackburn Avenue Ottawa, ON  
K1N 8A2