List of required documents for a “Travel Document for foreign Minors - DCEM” at the Préfecture

(Original documents + photocopies – Remember to keep the original documents after showing them!)

Documents for the applicant parent(s)

- A “return letter”, already stamped, stating your name and address (to be bought at La Poste).
- 45 Euros in tax stamps
- Valid passport and residence permit of at least one of the parents
- If the parents are divorced: judgement specifying who has parental authority (divorce certificate), translated into French by a sworn translator certified by a French Court of Appeal
- Proof of residence (less than three months old)
  - If renting: electricity bill (or gas, water, fixed telephone, internet access), certificate of home insurance, house tax
  - If staying at a hotel or residence: a residence certificate (attestation de domicile) + bill for last month’s rent.
  - If hosted by a private individual: a handwritten residence certificate (attestation de domicile) provided by the host + original and copy of a proof of residence (less than three months old) in his/her name + a copy of the host’s proof of identity.

Documents for minors

- Two recent ID photos of the child
- Family record book or birth certificate translated into French by a sworn translator certified by a French Court of Appeal.
- Valid passport for the child (copy of all pages with writing and stamps) and entry visa if applicable.
- For children who are not at school or in kindergarten: health record book (with each visit validated by a doctor’s stamp) or recent doctor’s certificate stating that he regularly sees the child.
- For children at school or in kindergarten:
  - If the child has just arrived in France: certificate of school/kindergarten attendance for the current year with stamp of the school.
  - If the child has been registered at school for more than a year: all the certificates of school attendance since the child arrived in France

To apply for a DCEM for your child(ren), you must make an appointment online on the website of the Préfecture in Lyon or Saint Etienne (depending on your place of residence)

The presence of the child and of at least one of his/her parents is mandatory to apply for the DCEM and to pick up the document once ready.