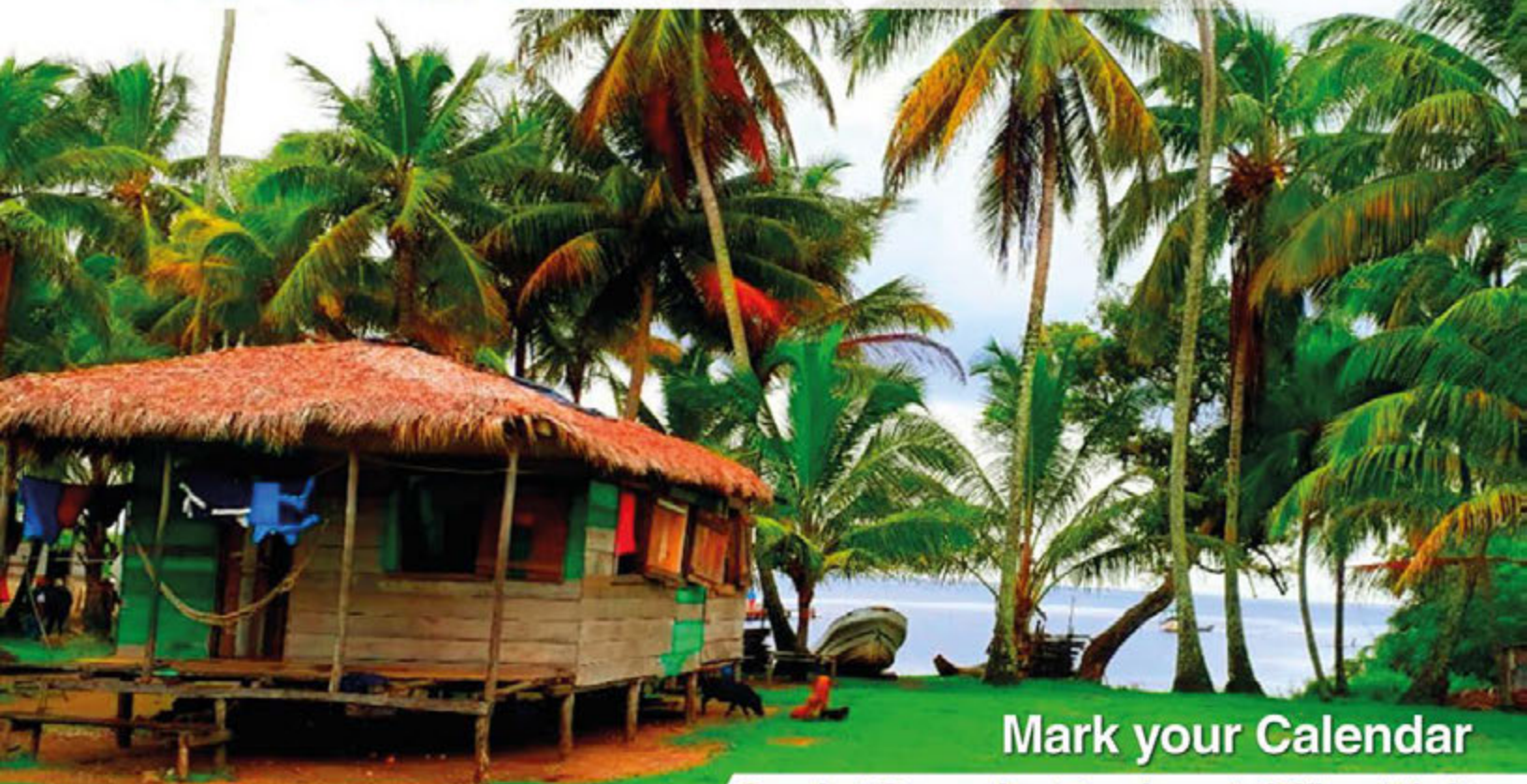


AMERICAN CITIZEN MANAGUA NEWSLETTER



FOLLOW US ON THE WEB:

The United States Embassy
in Managua is located at:
Kilómetro 5 ½ (5.5) Carretera
Sur, Managua, Nicaragua.

Main Embassy phone:
(505) 2252-7100

Consular Section:
(505) 2252-7104

Customer Service:
(505) 2252-7000

Email:
ACSManagua@state.gov

U.S. Embassy Managua

Mark your Calendar

Social Security Regional Office Visit

The SS Regional office will be visiting us
from May 23-26, 2022

Month of May 2022

Nicaragua Caribbean Coast

INSIDE THIS ISSUE:

- U.S. Social Security Services and other Federal Benefits
- Federal Benefits Services
- Notary Services
- Consular Report of Death Abroad (CRODA)
- Information Regarding Marriage in Nicaragua
- About working with the U. S. State Department
- Covid-19 Testing Requirements for Travel to the United States
- U.S. Citizens: Earthquake Preparedness
- American Citizen Services Announcements
- IN CASE OF EMERGENCY

2
3
4-6
7-8
9
10
11
12-13
14
15



U.S. Social Security Services and other Federal Benefits

Nicaragua - May 23-26, 2022

The **U.S. Embassy in Nicaragua** is pleased to announce that representatives from the Regional Federal Benefits Unit located in the U.S. Embassy in Costa Rica will visit Nicaragua to offer services for beneficiaries or individuals with questions about U.S. Social Security and other federal benefits.

Where: Consular Section U.S. Embassy Managua –kilometer 5 ½ (5.5) Carretera Sur.

When: May 23, 24, 25 from 7:30 a.m. to 3:30 p.m., but closed for lunch from 12:00 p.m. to 1:00 p.m. each day.

Where: Hotel Los Arcos, Estelí, Nicaragua –Del Costado NO de Catedral ½ cuadra al Norte.

When: May 26 from 8:00 a.m. to 3:30 p.m. but closed for lunch from 12:00 p.m. to 1:00 p.m.

An appointment is required, **BUT BE PREPARED TO WAIT.**

Walk-ins will not be accepted

WHAT TO BRING FOR SOCIAL SECURITY SERVICES: Bring originals and copies of the following for all applicants: birth certificate, passport – as well as any document you need to submit and a copy of the document.

Please register your appointment no later than May 16:

by sending your name, U.S. passport or Nicaraguan cedula number, phone number, service(s) needed and desired date to **ACSManagua@state.gov** or by calling at **(505) 2252-7161** during business hours. We will respond to your message with the time slot scheduled for you.

A complete request will state I, John W. Smith, **U.S. Passport 123456789, reachable at 2252-7100**, would like assistance with enrolling in direct deposit to receive my Social Security benefits payments in Nicaragua more quickly and also with cancelling my Medicare Part B. I would like to schedule an appointment on **May 24th**.

The best way to contact the Regional Federal Benefits Unit is by using their online form:

<http://cr.usembassy.gov/u-s-citizen-services/social-security/fbu-inquiry-form/>

To learn more about the services offered by the Regional Federal Benefits Unit visit:

<https://cr.usembassy.gov/u-s-citizen-services/social-security/>

Federal Benefits Services



The **U.S. Embassy in Managua** no longer has a Federal Benefits Unit (**FBU**) and cannot assist with Social Security inquiries.

If you reside in Nicaragua and have questions regarding services provided by the **Social Security Administration (SSA)**, you must contact the **SSA Federal Benefits Unit located in Costa Rica.**

How to contact them?

Please send an email to **FBU.CostaRica@ssa.gov**.

You must include the following:

- Full name
- Two phone numbers
- Social Security number
- Short description of your inquiry

For more information on their services please visit the link:

<http://cr.usembassy.gov/u-s-citizen-services/social-security/>

**Regional Social Security Office
for Nicaragua:
Federal Benefits Unit
American Embassy
Calle 120 Avenida 0, Pavas 1200
San Jose Costa, Rica**



Certified documents for Social Security claims:

If you are processing a claim with the SSA and you are required to send certified copies of your original birth certificate, passport, or any other civil record, you may schedule a notarial appointment at the **Embassy at:**

<https://ni.usembassy.gov/u-s-citizen-services/local-resources-of-u-s-citizens/notaries-public/>.

Please bring your original documents with you. There is no fee for this service.





Notary Services at the U.S. Embassy Managua

General Information

- The U.S. Embassy provides **notarial services** by appointment only. To make an appointment, visit <https://evisaforms.state.gov/>.
- There is a **\$50 USD fee for each notary signature/seal**. All fees will be paid at the Embassy on the day of the appointment. We accept U.S. dollars, credit cards, and **Nicaraguan córdobas**, but cannot accept payments in more than one currency per transaction.
- Notarial services provided by the Embassy are primarily for the notarization of documents for use in the United States.

We CAN notarize:

- Translator's certificate
- Power of Attorney
- Power of Attorney (Specific to Minors)
- Affidavit
- Acknowledgment of Execution
- Singleness Affidavit
- Deeds

Instructions

- On the day of your notarial appointment, you must:
 - Bring the complete unsigned documents to be notarized.
 - Present a valid, government-issued ID with photo and signature, such as a passport, driver's license, or cédula. The name on the documents must be the same as the name on your ID.
 - Ensure you understand the text of the document you want to notarize. Consular staff are not permitted to explain documents to you.
 - If your document requires a witness, you must bring your own witness. Our staff cannot act as witnesses.

We CAN also notarize your proof of income:

If you are a current Nicaraguan resident in the process of renewing your residency, you must bring the following documents:

- Documentation from the Social Security Administration, Veterans Administration, and/or private pension from the current year indicating the amount you receive, or bank statements from the last three months showing the monthly amount you receive.
- Your U.S. passport.
- A letter in Spanish (required per local immigration laws) in which you state your name, your monthly benefits and the purpose of the service.
- Do not sign your letter until you are in front of the Consular Officer.

This service costs **\$50 USD**. Please schedule an appointment at:

<https://ni.usembassy.gov/u-s-citizen-services/local-resources-of-u-s-citizens/notaries-public/> for a notarial service.

Examples of letters in spanish if you are:

Renewing your Nicaraguan residency



Renewing your Nicaraguan residency for the first time.



Statement of Consent or Special Circumstance for Minor's Passport Form DS-3053

The form **DS-3053** is required when one parent or guardian who does not have sole legal custody applies for a minor's passport since the general rule requires the signature of both parents.

The non-applying parent or guardian must complete the form and have it notarized to provide consent for the applying parent or guardian to obtain the passport.

How to Submit Form DS-3053:

The instructions are pretty straight-forward and easy to understand. There are three steps to the process.

STEP 1: Complete and Print Form.

Applicants should use black ink to complete Form **DS-3053**.

Information provided on this form should be complete and correct. Errors on the application or illegible writing can lead to delays in the process.

STEP 2: Schedule a notarial service appointment at:

<https://nl.usembassy.gov/u-s-citizen-services/local-resources-of-u-s-citizens/notaries-public/> and bring the form but **do not sign it**.

- Sign and date Form DS-3053 in the presence of a Certified Notary Public
- Submit an original and photocopy of the front and back side of your ID

STEP 3: We will return the notarized form to you so you can mail it to the applying parent.

The DS-3053 is only valid for **90 days** after it is signed and notarized.

Unlike the other services, this service is free

U.S. Department of State
STATEMENT OF CONSENT:
ISSUANCE OF A U.S. PASSPORT TO A CHILD
Please Print Legibly Using Black Ink Only. If you make an error, complete a new form. Do not correct.

OMB CONTROL NO: 1425-0129
LX000033 12-31-2023
Estimated Burden: 20 minutes

1. CHILD'S NAME (As it appears on form DS-11, Application for a U.S. Passport)

Last	First	Middle
------	-------	--------

2. CHILD'S DATE OF BIRTH (mm/dd/yyyy)

3. THIS CONSENT IS VALID FOR A:

☐ Passport Book and Card ☐ Book Only ☐ Card Only

4a. IS CHILD UNDER 16 YEARS OLD?

☐ Yes ☐ No

4b. IF YES, PRINT NAME OF ADULT APPLYING WITH CHILD

5. STATEMENT OF CONSENT To be completed by the legal parent/legal guardian who cannot apply with the child. The legal parent/legal guardian who cannot apply with the child must complete the information below. This statement expires 90 days after the date of notarization.

I, _____, give my consent to the issuance of a United States passport to the minor child _____ (who cannot apply in person with the child) named in this application. My consent is unconditional with regards to passport validity and travel.

Street Address _____ Apt# _____ City _____ State _____ Zip Code _____

Area Code _____ Telephone Number _____ Email Address _____

STOP! YOU MUST SIGN AND DATE BELOW IN FRONT OF A NOTARY.

OATH: I declare under penalty of perjury that all statements made in this supporting document are true and correct.

Signature of Legal Parent/Legal Guardian (who cannot apply in person with the child) _____ Date (mm/dd/yyyy) _____

IMPORTANT: You must submit a clear photocopy of the front and back of the identification you presented to the notary. The date you sign the form must be the same date that the notary signs the form.

6. FOR COMPLETION BY NOTARY

On the date specified above and below, the affiant listed above, who is not related to me, personally appeared before me and is known to me to be the person whose name is subscribed to and acknowledged that he/she executed the same for the uses and purposes therein contained. I have properly verified the identity of the affiant by personally viewing the below notated identification document and matching photocopy.

Name of Notary _____ Print Name (Notary Public) _____

Location _____ City, State _____

Commission Expires _____ Date (mm/dd/yyyy) _____

Identification Presented by Legal Parent/Legal Guardian (who cannot apply in person with the child) ☐ Driver's License ☐ Passport ☐ Military ID ☐ Other (specify) _____

Legal Parent/Legal Guardian ID Number _____ Place of Issue _____

Issue Date (mm/dd/yyyy) _____ Expiration Date (mm/dd/yyyy) _____

Signature of Notary _____ Date of Notarization: _____

NOTARY SEAL

Consular Report of Death Abroad



What is a Consular Report of Death Abroad?

The Consular **Report of Death of an American Citizen Abroad (CRODA)** is a report that provides the essential facts concerning the death of a U.S. citizen, disposition of remains, and custody of the personal effects of a deceased citizen. This form is generally used in legal proceedings in the United States in lieu of the foreign death certificate.

The **Embassy-issued CRODA** is based on the foreign death certificate and cannot be completed until the death has been registered in Nicaragua and a death certificate has been issued by the Civil Registry of the municipality where the death took place.

What is the Role of the U.S. Embassy When a U.S. Citizen Dies Abroad?

When a U.S. citizen dies abroad and the death is reported to the Embassy, Consular Officers:

- Confirm the death, identity, and U.S. citizenship of the deceased.
- Attempt to locate and notify the next-of-kin.
- Coordinate with the legal representative regarding the disposition of the remains and the personal effects of the deceased.
- Provide guidance on forwarding funds to cover costs.
- Serve as provisional conservator of the estate if there is no legal representative in the country.
- Prepare documents for the disposition of the remains in accordance with instructions from the next-of-kin or legal representative.
- Oversee the performance of the disposition of the remains and the distribution of the effects of the deceased.
- Send signed copies of the Consular Report of Death of a U.S. Citizen Abroad to the next-of-kin or legal representative for possible use in settling estate matters in the United States.



How to Register a U.S. Citizen Death:

To register the death of a U.S. citizen in Nicaragua, you or your legal agent (the Nicaraguan funeral home, for example) will need to do the following:

- ▶ Register the Death Certificate issued by the Ministry of Health with the Civil Registry (City Hall).
- ▶ Send an email to acsmanagua@state.gov requesting an appointment and bring the following documents:
- Copy of death certificate issued by the Ministry of Health
- Original, registered death certificate issued by the Civil Registry
- Deceased U.S. citizen's passport (if applicable)
- Deceased U.S. citizen's naturalization or citizenship certificate, if dual national (if applicable)
- Deceased U.S. citizen's social security card (if applicable)

The Consular Section will issue twenty (20) original official reports of death for family members and will send copies to the Department of State, the Social Security Administration, and the Veterans Administration.

Consular Report of Death Abroad

DS-2060 Form

U.S. Department of State
REPORT OF DEATH OF A U.S. CITIZEN OR U.S. NON-CITIZEN NATIONAL ABROAD

Name in Full _____ Date of Issue (mm-dd-yyyy) _____
SSA No. _____ Age _____
Date (mm-dd-yyyy) and Place of Birth _____
Evidence of U.S. Citizenship _____
Address in U.S.A. _____
Permanent or Temporary Address Abroad _____
Date of death: _____
Place of death: _____
Cause of death: _____
Disposition of the remains _____
Local law governing disposition of remains provides that _____
Disposition of the effects _____
Person or official responsible for custody of effects and accounting therefor _____
Traveling/boarding abroad with relatives or friends as follows: _____
Relieved by telegram or telephone _____
Copy of this report sent to: _____
Notification or copy sent to Federal Agencies: SSA _____ VA _____ OPM _____ Other _____
The original copy of this document and information concerning the effects are being placed in the permanent files of the U.S. Department of State. Certified copies can be obtained by writing to: U.S. Department of State, Passport Vital Records Section, 44132 Mercara Ct., PO Box 1211, Sterling, VA 20166-1211.
Remarks: _____
[SEAL] _____
of the United States of America.

DS-2060 (Rev. 10-1-00)



Information Regarding Marriage in Nicaragua



All individuals, regardless of nationality, who desire to be married in Nicaragua must comply with Nicaraguan law. There are no provisions for American Diplomatic or Consular Officers to perform marriages in Nicaragua. In addition, marriages may not be performed at the U.S. Embassy.

In Nicaragua, a civil process is required in order to legalize the marriage. Religious ceremonies may also be performed, but they are not legally recognized. Religious ceremonies alone are not considered legally binding. The Civil Registry Office contains all the required forms and pertinent procedural information necessary to be married in Nicaragua.

U.S. citizens intending to marry in Nicaragua should consult a lawyer or visit the Civil Registry Office where they live to obtain a list of the documents required for the marriage to be legally registered.

The following information and document requirements will help guide you in the marriage process. Please make sure to obtain the most up to date information from the Civil Registry Office since requirements, procedures, and costs are subject to change.

General Information

- The minimum age for marriage is 18 years.
- After the legal ceremony is celebrated, the marriage has to be filed in the local registry.
- Your marriage does not have to be registered at our Embassy. Once it is registered and you obtain the marriage certificate it is legal.

Documents

- **Birth Certificate:** The U.S. Embassy does not provide birth certificates. This must be requested at your city/state registry.
- **Evidence of termination of prior marriage (if applicable):** If you are divorced or widowed, you may be required to present previous marriage, divorce or death certificates as applicable. The local authorities might request the documents to be apostilled. Our Embassy cannot issue apostilles.
- **Evidence of single marital status:** Generally the Civil Registry Office will accept evidence in the form of an affidavit sworn at the U.S. Embassy or Consulate in which you declare your marital status as "single." The service fee is US\$ 50.00 payable in cash and you must present your U.S. passport (See page # 4)





About working with the U. S. State Department



Equal Employment Opportunity

If you are interest in employment with the U.S. Mission in Nicaragua, you should know that all applications must be submitted through our Electronic Recruitment Application (ERA) to be considered.

Should you want to view a current list of all available positions and apply, please visit the following link:

https://erajobs.state.gov/dos-era/vacancysearch/searchVacancies.hms?_ref=uhhqcm13pt0

Internship Opportunities



Multicultural Work Environment

COVID-19

Testing Requirements for Travel to the

United States

The Centers of Disease Control and Prevention (CDC) requires all air passengers entering the United States (including U.S. citizens and Lawful Permanent Residents) to present a negative COVID-19 test taken within 24 hours prior to your travel.

Please see the CDC's [FAQ](#) for answers to questions about the requirement for proof of negative COVID-19 test or recovery from COVID-19 for all air passengers arriving in the United States.

Note: Travelers who have received a COVID-19 vaccine are NOT exempt from these requirements.

How do I get tested in Nicaragua before my travel to the United States?

All COVID-19 testing in Nicaragua is carried out at the National Center for Diagnosis and Reference (CNDR) in the Concepción Palacios National Health Complex or Nicaraguan Institute for Health Investigation (INSS):

Ministry of Health, National Health Complex,

Concepción Palacios

West Side Colonia Primero de Mayo

Phones: 2264-7630; 2264-7730, ext: 1388

or

Nicaraguan Institute for Health Investigation (INSS)

From the main gate of the old military hospital one

block north 2 block west

In the Bolonia neighborhood of Managua

Service Hours

Monday to Sunday 7:00 am - 11:00 am

Results

Delivery times: 3:00 pm - 5:00 pm (same day)

You can also download your test results electronically after 4:00 pm the same day.

Documents to present on the day of your test:

- Identity card or passport
- Banpro voucher or cash receipt for **COVID test fee (\$150)**
- Online registration confirmation template
- Air ticket with travel itinerary

BANPRO bank account numbers:

Córdobas: 10010002253784 in the name of TGR-MINSA

Dollars: 10010012253774 in the name of TGR-MINSA

**To register and make an
appointment online, visit**

<https://serviciosonline.minsa.gob.ni>

Message for U.S. Citizens: **EARTHQUAKE** Preparedness

Nicaragua is prone to natural disasters, such as earthquakes, volcanic eruptions, and hurricanes.

The U.S. Mission in Nicaragua reminds U.S. citizens of the importance of preparing for potential crises before they occur and offers the following suggestions to ensure you and your family are ready.

Before an **Earthquake**: Be Prepared Stock your home with supplies that may be needed during an emergency period.

An extensive list of suggested items can be found at www.ready.gov. At a minimum, your emergency kit should include:

- A 3–5-day supply of water (about five gallons per person) and non-perishable food.
- A first aid kit.
- A battery-powered radio, flashlights, and extra batteries.
- Prescription medicines and needs for special medical conditions.
- Baby food and/or prepared formula, diapers, and other baby supplies.
- Disposable cleaning cloths and personal hygiene supplies, such as soap, toothpaste, sanitary napkins, etc.
- Cell phone with chargers and a backup battery.
- An emergency kit for your car with food, flares, booster cables, maps, tools, a first aid kit, fire extinguisher, sleeping bags, etc.
- Personal documents, including passports, birth abroad certificates for children born overseas, medical, vaccination, and school records, cash, credit cards, and a card with local translations of basic terms. If you have pets, be sure to have their vaccination records.



Prepare your family in advance by taking the following steps:

- Choose a safe place in every room—under a sturdy table or desk or against an inside wall, preferably in the corner of the room, where nothing can fall on you.
- Practice **COVER AND HOLD ON** at least twice a year. Drop under a sturdy desk or table, hold on, and protect your eyes by pressing your face against your arm. If there is no table or desk nearby, sit on the floor against an interior wall away from windows, bookcases, or tall furniture that could fall on you. Teach children to **COVER AND HOLD ON**.
- Prepare written instructions for how to turn off gas, electricity, and water if advised to do so.
- Inform domestic staff, babysitters and caregivers of safe places in your residence and your earthquake plan.
- Devise an emergency communication plan for contacting family and friends in the event of an earthquake.

During an earthquake: **COVER AND HOLD ON**

- Move only a few steps to a nearby safe place. If you are indoors, stay indoors until the shaking stops and you are sure it is safe to exit the structure. Stay away from windows. In a multistory building, expect the fire alarms and sprinklers to activate during a quake.
- If you are in bed, hold on and stay there, protecting your head with a pillow. If there are tall bookcases or other furniture items that could fall on you, move away from them.



- If you are outdoors, find a clear spot away from buildings, trees, and power lines. Drop to the ground.
- If you are in a car, slow down and drive to a clear place (as described above). Stay in the car until the shaking stops.



U.S. Citizens: **EARTHQUAKE** Preparedness **Continued...**

After an earthquake: Stay Safe

- If trapped under debris, cover your mouth with a handkerchief or clothing, try not to move around and kick up dust, do not light matches or use a lighter, and tap on a pipe or wall so rescuers can locate you. Shout only as a last resort. Shouting will bring harmful dust into your lungs and reduce your strength.
- If you can move, check yourself for injuries. Protect yourself from further danger by putting on long pants, a long-sleeved shirt, sturdy shoes, and work gloves.
- Check others for injuries. Give first aid for serious injuries.
- Look for and extinguish small fires. Eliminate fire hazards. Turn off the gas if you smell gas or think it is leaking.
- Tune into local television for updates or check **Nicaragua's national weather and geographical authority**. Also, information about the Nicaraguan disaster alert system can be found **here**.
- Expect aftershocks. Each time you feel one **COVER AND HOLD ON!**
- Inspect your home for damage. Get everyone out if your home is unsafe.
- Use the telephone only to report life-threatening emergencies.

Other tips

We recommend making sure you have health insurance whenever you are traveling abroad.

For more information, see **Insurance Providers for Overseas Coverage**.

Make sure your passport is ready for use in case you should need to travel suddenly. Most countries require that it be valid for at least six months after the end of your trip and that it have two or more blank pages.

See our **passport page** for information about renewing passports in Nicaragua.

Stay informed by enrolling in the **Department of State's Smart Traveler Enrollment Program (STEP)** to receive Alerts and ensure you can be located in an emergency.

Keep the contact information of the U.S. Embassy in Managua with you (see below).

Connect with us on **Facebook** and **Twitter** for official information.



Assistance

- Please follow the links or call the numbers below for consular assistance. Contact the **U.S. Embassy in Managua**, located at Km 5 ½ C. Sur Managua, Nicaragua, by calling +505-2252-7104, 7:15 a.m. to 4:30 p.m., Monday through Thursday, and 7:15 a.m. to 2:00 p.m. Fridays.
- The American Citizen Services unit is also available by email during regular business hours at **ACSManagua@state.gov**. For after-hours emergencies, call +505-2252-7171 and ask for the Embassy Duty Officer.
- Enroll in **Smart Traveler Enrollment Program (STEP)** to receive security updates
- State Department – Consular Affairs: 888-407-4747 or 202-501-4444
- **Nicaragua Country Information**.





U.S Embassy in Nicaragua

American Citizen Services Announcements



We are looking to recruit
Citizen Liaison Volunteers from:

- **Bluefields**
- **Matriz**
- **Nueva Segovia**
- **Masaya**
- **Carazo**
- **Leon**
- **Ometepe Island**
- **Jinotega**

Please contact acsmanagua@state.gov
if you are interested in becoming a Citizen
Liaison Volunteer or learning more about
the requirements of the program.



Thank you!

Coming Soon: Online Fee Payment for Adult Passport Renewals

Currently, all **U.S. passport applicants in Nicaragua** must arrange for in-person payment of their passport renewal fee at the U.S. Embassy in Managua. We understand that this situation is inconvenient for U.S. citizens residing outside **Managua** and have been working on a solution.

The Department of State is pleased to announce that **U.S. Embassy Managua** will soon begin supporting online payment for adult passport renewal fees. Qualified applicants will no longer need to make an interview appointment at the U.S. Embassy. The program is expected to begin in the next few weeks. We will send out an announcement when this online payment becomes available, along with specific instructions to help you confirm your eligibility to use this payment option.





IN CASE OF EMERGENCY



***During your stay in Nicaragua,
do you know who to call in an emergency?***

There are 3 emergency phone numbers you should know:

128 – Nicaraguan Red Cross

115 – Firefighters

118 – National Police

You can also call us at

(505) 2252-7161

during Embassy office hours.

If the Embassy is closed, and you have an
emergency involving a U.S. citizen,
please call us at **(505) 2252-7100**

and ask to speak with the
Embassy Duty Officer.

