

# American Citizen Services Newsletter

Happy New Year, and welcome to the first newsletter of 2009!

## 2009 US TAX SEASON

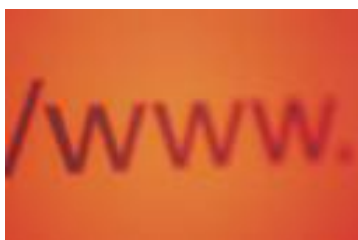
2009 tax season is upon us. In preparation to meet the April 15 deadline, please make sure you start gathering your documents. ACS has the following link to help you complete your 2008 tax returns, <http://ghana.usembassy.gov/taxinus.html>



## ACS REVAMPING ITS WEBSITE

ACS is in the process of revamping its website to make it more informative and user friendly. In the interim, if you are unable to locate the information you need you can send an email to [ACSaccra@state.gov](mailto:ACSaccra@state.gov). When sending an email, make sure you receive two automatic responses stating your email was received by our office otherwise

your email did not come through. Also, please allow 48 hours for a response.



**US Embassy,  
Consulate  
General, Accra**

Volume 1, Issue 1  
January 15, 2009

### Special points of interest:

- ACS's email address:  
[ACSaccra@state.gov](mailto:ACSaccra@state.gov)
- ACS's direct number:  
021.741.570

### Inside this issue:

<i>US 2009 Tax Season</i>	1
<i>ACS Revamping Its Website</i>	1
<i>Passport Expiration</i>	2
<i>ATM Fraud</i>	2
<i>Hints for Easier Passport Services</i>	2
<i>Holiday Schedule</i>	3
<i>Subscribing/ Unsubscribing</i>	4

## PASSPORT EXPIRATION – IMPORTANT INFORMATION FOR TRAVELERS

Many countries require a traveler's passport to have at least six (6) months validity beyond the dates of the planned trip. Airlines usually will not allow you to board if this requirement is not met and immigration officers will turn you around at the port of entry if you arrive without the required six months validity. Please check your passport, as

well as those of family members traveling with you, at least one month prior to any planned trips. This will allow adequate time, if needed, to complete an application and receive a new passport in order to make your trip a hassle-free success.



Check Expiration  
Date!

## ATM FRAUD

ATM fraud is becoming more sophisticated, incorporating technologies to surreptitiously record customer ATM card and PIN information. Avoid using ATMs that look in any way temporary in structure or location, or are located in isolated areas. In addition, travelers should not use the ATM if

there is anything stuck to the

*Avoid using ATMs that look in any way temporary in structure or location, or are located in isolated areas.*

machine or if it looks unusual in any way. If the machine does not return the card, re-

port the incident to the issuing bank immediately.

If you have lost all of your money, we can give you information on the most rapid means for money transfer, and can assist you in contacting family or friends.

## HINTS FOR EASIER PASSPORT SERVICES

Plan Ahead for passport renewals. It typically takes 3 weeks from the time you apply to receive a full validity passport.

Children's Passports. Check the expiration date of your

child's passport – remember that passports for children under 16 are only valid for 5 years.

No appointment required for passport renewal. ACS walk-in hours are Monday-Friday,

8:30 a.m. to 12:00 p.m., closed during holidays.

Adding passport pages and passport renewals.

Continued on page 4...

## HOLIDAY SCHEDULE FOR 2009

The following have been designated as official holidays for 2009. The Consulate General will be closed to the public on these days:

HOLIDAY	DATE	DAY	TYPE
New Year's Day	January 1	Thursday	A/G
M. L. King's Birthday	January 19	Monday	A
Eid-II-Adha	TBA	TBA	G
Presidents' Day	February 16	Friday	A
Independence Day	March 6	Monday	G
Good Friday	April 10	Friday	G
Easter Monday	April 13	Monday	G
May Day	May 1	Friday	G
African Union Day	May 25	Monday	G
Memorial Day	May 25	Monday	A
Republic Day	July 1	Wednesday	G
Independence Day	July 3	Friday	A*
Labor Day	October 12	Monday	A
Columbus Day	September 7	Monday	A
Eid-II-Fitr	TBA	TBA	G
Veterans Day	November 11	Wednesday	A
Thanksgiving Day	November 26	Thursday	A
Farmer's Day	December 4	Friday	G
Christmas Day	December 25	Friday	A/G

G = GHANAIAN Holiday

A = AMERICAN Holiday

TBA = To Be Announced. Muslim Holidays Vary From Year To Year, Depending On Lunar Movement.

\*Friday, July 3, 2009, will be observed as Independence Day, since the actual date (July 4, 2009) falls on a Saturday.

\*\*Monday, December 28, 2009, will be observed as Boxing Day since the actual date (December 26, 2009) falls on a Saturday.

## US Embassy, Accra

---

US CONSULATE GENERAL

Public Entrance

No. 19th Fifth Link Road

Cantonments, Accra

Phone: 021.741.000 Embassy

Phone: 021.741.570 ACS

Fax: 021.741.362/426

E-mail: ACSaccra@state.gov

### ACS Website:

<http://ghana.usembassy.gov/service.html>

### Subscribing/Unsubscribing

Anyone who wishes to sign up to receive this monthly ACS email newsletter and the travel advice we provide can do so by completing the travel registration at, <https://travelregistration.state.gov/ibrs/ui/>. You can also unsubscribe **by using** the same method.

### Continued from page 2, HINTS FOR EASIER PASSPORT SERVICES

If you are just adding pages or renewing an adult passport that has expired within the last year, you can download the application form online, [http://travel.state.gov/passport/passport\\_1738.html](http://travel.state.gov/passport/passport_1738.html), complete it and bring with the required items, i.e. 2 *passport* photos for passport renewal, to ACS for processing.

Passport renewal for minors under the age of 16 requires the presence of both parents and the child at the time of application and 2 passport photos, also include photos from time of previous passports to present.

Lost or stolen passports. If your passport was lost or stolen, we can issue you a replacement. You will need the same forms as stated for passport renewal above and a Police Report.