

**HIGH COMMISSION OF INDIA  
PASSPORT SECTION  
INDIA HOUSE, ALDWYCH, LONDON WC2B 4NA**

**PASSPORT APPLICATION FORM FOR INDIANS RESIDING ABROAD**

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FOR ENQUIRIES, PLEASE TELEPHONE:  
020-72401012/ 020-72400307/ 020-72400334

BUSINESS HOURS

SUBMISSION OF APPLICATION: 9.30 A.M. TO 1 P.M. (Only Cash or Postal orders are accepted at the Counter)

COLLECTION OF PASSPORTS: 4.30 P.M. TO 5.30 P.M. ON ALL WORKING DAYS EXCEPT INDIAN NATIONAL AND OTHER DECLARED HOLIDAYS.

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The form duly completed may be brought in person at the Passport Counter or sent by post to the Passport Section, High Commission of India, at the above address together with:

- (i) Four passport size photographs out of which one is to be attested at the back of the photograph either by a Doctor/Bank Manager/Commissioner of Oaths/Notary Public. Photographs should also bear the stamp of the attesting authority along with full address and telephone number.
- (ii) For applications sent by post, fee is to be paid by Postal orders made payable to the High Commission of India. Cash or cheques are not acceptable for postal applications.
- (iii) **Child/Children's names cannot be entered on their parent's passports. Applications for fresh passports will have to be applied for each child. Children born after 22nd December 1992 can be issued with separate passports if either of the parent holds Indian Citizenship and after registering the birth of the child with the Consular Section of the High Commission. Passports and consent letter from both the parents for the issue of a separate passport are required. Children whose names are already on their parents' passports can continue to travel on it until the expiry of the passport and apply for a fresh passport when the parent applies for a separate passport or earlier if the parent so wishes. Passports for children are issued for 5 years at a time.**
- (iv) A registered self addressed, adequately stamped envelope should be sent along with the applications sent by post for return of the passports.

- 1. For maiden to married name:
  - (i) Original marriage certificate with photocopy.
  - (ii) Husband's passport.
- 2. For change in name :
  - (i) Sworn affidavit from Notary Public on prescribed format, available from the High Commission of India, on request.
  - (ii) Copies of advertisement in a local newspaper of the area of residence in the U.K. and a newspaper of the area of permanent address.
- 3. For change in appearance:
  - (i) Sworn affidavit form Notary Public on prescribed format available from the High Commission of India, on request.
- 4. For passports that have not been renewed for more than one/ten years after its expiry date:

(i) An affidavit (Annexure 'B') as prescribed by the High Commission of India and sworn before a Notary Public or a Commissioner of Oaths.

(ii) A letter from British Home Office stating that the applicant has not acquired British nationality. This letter can be obtained from Immigration and Nationality Department, Nationality Office, 3rd Floor, India Buildings, Water Street, Liverpool, L2 0QN.

(iii) Names and addresses of two relations in India. (only if the passport has remained expired for over 10 years)

**WARNING: IT IS AN OFFENCE UNDER THE INDIAN PASSPORT ACT 1967 TO KNOWINGLY FURNISH FALSE INFORMATION OR SUPPRESS MATERIAL INFORMATION**

**THIS IS A SPECIMEN ONLY**  
**AFFIDAVIT SHOULD BE EXECUTED ON A SEPARATE PAPER**

**AFFIDAVIT**

I \_\_\_\_\_ wife/son/daughter of \_\_\_\_\_

and presently residing at \_\_\_\_\_

do hereby solemnly affirm and state as follows:

1. I am a citizen of India and holder of / had \* travelled on my mother's passport  
No. \_\_\_\_\_ dated \_\_\_\_\_ issued at \_\_\_\_\_ which expired on  
\_\_\_\_\_.

2. I have made an application to the High Commission of India, India House, Aldwych  
London for a new Indian Passport on \_\_\_\_\_

3. I have neither acquired nor applied for British or any other nationality nor do I hold any  
other travel document of any description and I continue to remain a national of India.

4. After the expiry of the above mentioned passport I had no occasion to leave the United  
Kingdom and had not, therefore, considered it necessary to apply for a new/separate passport earlier.

I was also not aware of the fact that I should have held a valid passport at all times.

And I make this solemn declaration conscientiously believing the same to be true and by virtue of  
the provision of the Statutory Declaration Act, 1835.

Declared at \_\_\_\_\_

Date: \_\_\_\_\_

Applicant's Signature

**APPLICATION FOR NEW INDIAN PASSPORT AND ADDITIONAL BOOKLET**

**Note: Please use CAPITAL LETTERS only and write your name in expanded form, initials are NOT acceptable.**

**A. PARTICULARS OF APPLICANT FOR WHOM THE PASSPORT IS REQUIRED**

1. Surname: \_\_\_\_\_ Fore Name: \_\_\_\_\_  
\_\_\_\_\_

2. Aliases if any: \_\_\_\_\_

3. Maiden name : \_\_\_\_\_

4. If you have ever changed your name, write your previous name: \_\_\_\_\_

5. Date of Birth: \_\_\_\_\_ 6. Place of Birth: \_\_\_\_\_ 7. Sex: \_\_\_\_\_

8. Father's name in full: \_\_\_\_\_

9. Mother's name in full: \_\_\_\_\_

10. Spouse's name in full: \_\_\_\_\_

11. Applicant's Profession: \_\_\_\_\_ 13. Height M \_\_\_\_\_ Cm. \_\_\_\_\_

14. Colour of eyes: \_\_\_\_\_ 15. Colour of hair \_\_\_\_\_

16. Visible distinguishing marks: \_\_\_\_\_

**B. APPLICANT'S ADDRESSES:**

1. Present Address

2. Permanent Address

3. Address in India

Tel No \_\_\_\_\_

Tel No \_\_\_\_\_

Tel No \_\_\_\_\_

**C. PARTICULARS OF THE RELATIVE TO BE INTIMATED IN CASE PASSPORT HOLDER FACES ANY DIFFICULTY ABROAD:**

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Full address with telephone number \_\_\_\_\_

**D. CITIZENSHIP:**

Citizen of India by birth / descent / registration / naturalisation?

(In case of first application for passport, please attach a certified copy of the citizenship document.)

**E. PREVIOUS PASSPORT**

1. Please attach the passport / travel document previously held by you, and give the following details:

Number \_\_\_\_\_ Date of issue \_\_\_\_\_ Place of issue \_\_\_\_\_

2. Were you ever refused a passport?

3. Was your passport ever ordered to be impounded or revoked?

(If answer 2 or 3 is YES please enclose a copy of the of official communication received by you.)

**F. DECLARATION OF APPLICANT**

I solemnly declare that:

- (i) I have not voluntarily acquired the citizenship of another country,
- (ii) I have not lost/surrender/been deprived of my citizenship of India,
- (iii) The information given by me to the questions in this form is true.

PLACE:

DATE

Signature of applicant or thumb impression

**H. DECLARATION OF PARENT/LEGAL GUARDIAN IF THE APPLICATION IS ON BEHALF OF A MINOR**

- (i) I affirm that the particulars given above are in the respect of \_\_\_\_\_ son/daughter of whom I am the parent/legal guardian.
- (ii) I undertake to be entirely responsible for his/her expenses.
- (iii) I solemnly declare that he /she has not lost, surrender or been deprived of his/her citizenship of India and that the information given in respect of him/her in this application is true.
- (iv) I hereby declare that the U.K. born child/children \_\_\_\_\_ has/have not applied for or acquired U.K. citizenship/travel document. Should I approach the British Authorities for such a travel document I undertake to inform the High Commission of India, London immediately so that the Indian travel document may be withdrawn.

Place:

Date: \_\_\_\_\_ Signature(both parents/legal guardian)

**NOTE: APPLICANT PLEASE GIVE YOUR TWO SPECIMEN SIGNATURES OR THUMB IMPRESSION (RIGHT THUMB IF FEMALE, OR LEFT THUMB IF MALE) IN THE BOXES PROVIDED BELOW :**

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## CONSENT LETTER

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To  
THE UNDER SECRETARY OF STATE  
HOME OFFICE NATIONALITY DIVISION  
3<sup>RD</sup> FLOOR  
INDIA BUILDING  
WATER STREET  
LIVERPOOL L2 0QN

Dear Sir

I have applied to the High Commission of India, London for a new / Renewal of my passport in lieu of my expired/lost passport. They would like to know whether I have acquired British Nationality or not to process my application. I shall be grateful if you could provide the requisite information to the High Commission of India as soon as possible.

Yours faithfully

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Date:-

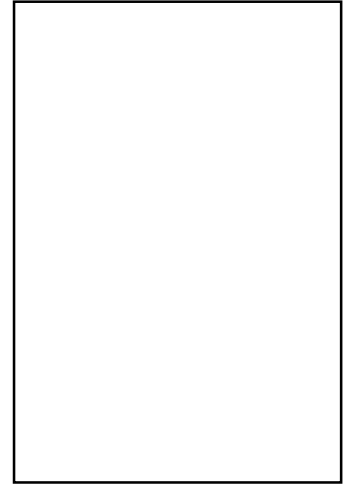
### PERSONAL PARTICULARS

- 1) NAME AND SURNAME :
- 2) FATHER'S NAME :
- 3) HUSBAND'S NAME :
- 4) DATE OF BIRTH :
- 5) PLACE OF BIRTH :

INDEX CARD\*

To be filled in by applicant in BLOCK LETTERS\*

1. Full name (Mr./Mrs./Miss):
2. Father's/Husband's name:
3. Permanent address:
4. Visible distinguishing marks:
5. Place of birth:
6. Date of birth:
7. Profession:
8. Previous passport No.:
9. Date of issue:
10. Specimen signature:



**\* THIS FORM IS INCLUDED HERE FOR ILLUSTRATION PURPOSES ONLY. YOU ARE REQUIRED TO COMPLETE THE INDEX CARD AVAILABLE AT THE HIGH COMMISSION AS IT IS PRINTED ON SPECIAL CARD PAPER TO FACILITATE FILING.**