

PASSPORT ISSUE FOR A NEWBORN CHILD

LIST OF DOCUMENTS REQUIRED FOR PASSPORT ISSUE OF A NEWBORN CHILD

PLEASE NOTE THAT IT IS MANDATORY TO BRING THE CHILD

- 1 **Birth registration to complete online <http://indiancitizenshiponline.nic.in>** ☐
 - **IMPORTANT: Documents should be uploaded in English only. Please also note down Temporary application ID which may be required for future rectification if any.**
 - A copy of the full registration file should be given along with the application
 - 2 **An Indian Government passport application form duly filled in online** ☐
 - Thumb print of the child should be on the form in lieu of signature
 - 3 **One photograph conforming to Indian Government norms as per specifications mentioned on our website** ☐
 - Please note photographs available in photo booths in France are not compatible with Indian norms
 - Photos should be glued to the form
 - Photo service complying to the Indian norms is available in our offices – please ensure that the photo is bright
 - 4 **Annexure H and Declaration Minor forms signed by both parents (See Download Forms section on VFS website)** ☐
 - 5 **Photocopy of both parents' passport (first and last pages as well as any pages including any endorsements) and originals for verification** ☐
 - 6 **A. For applicant's residential status regular in France: Photocopy of Carte de Circulation/Resident Card** ☐
B. For applicant's residential status NOT regular in France: Immigration declaration form of parents
 - 7 **Original birth certificate with English translation** ☐
 - Please note that any certificate issued outside of India must be apostilled by the "cour d'appel" or Ministry of Foreign affairs (Quai d'Orsay)
 - 8 **Marriage certificate of parents with English translation by registered translator in France** ☐
 - Please note that any certificate issued outside of India must be apostilled by the "cour d'appel" or Ministry of Foreign affairs (Quai d'Orsay) and should be given in the original
- OR**
- Affidavit for a single parent where child is born out of wedlock or other parent's whereabouts is unknown : Annexure 'C'
- 9 **Photocopy of one of the following to prove your address: electricity, gas, landline/mobile telephone bill (not more than 6 months old)** ☐
 - 10 **Declaration form: to be filled when submitting any application** ☐
 - 11 **Additional documents mentioned below as per your case** ☐

LIST OF ADDITIONAL DOCUMENTS

One parent is in France and the other parent is in India or another country abroad

- Annexure 'H' filled by the parent residing abroad and attested by the Indian Mission abroad/RPO in India and then signed by the parent in France. ☐

In case of single parent applying without consent of other parent (child born out of wedlock or whereabouts of other parent unknown)

- Annexure C (see Download Form section of VFS website) N.B. Single parent has the choice to mention the name of other parent or not ☐
- Annexure 'H' signed by parent present to apply (see Download Form section of VFS website) ☐
- If applicable, joint affidavit for minor born out of wedlock (see Download form section of VFS website) ☐

Both parents are in France and one parent is present to deposit the application

- Annexure 'H' signed by both the parents (see Download Form section of VFS website) ☐

I hereby certify that I have submitted a complete application and that I know and accept the minimum processing times required for my application.

Date: _____

Signature: _____