

Note: Please print out a copy of this checklist, Sign and submit the same along with your application.

Checklist for Affidavit by a parent when applying for a child's passport, in India OR Overseas

Place a tick in the box for documents you are submitting or if the statement is applicable to your case.

Section A: About Affidavit from parent when applying child's passport in India

This affidavit is required when parent(s) is/are applying for their child's passport in India and the other parent is in Australia. The parent in Australia has to certify that he/she has no objection to a passport being issued to his/her child in India or overseas.

Important Note: -

- If both the parents are in Australia, separate affidavits are required from each parent.
- If parent(s) is/are Australian, the affidavit form needs to be apostilled by DFAT before submitting to VFS centres

Section B: Documents Required

You **Staff**

• 'Miscellaneous Service' application form duly filled and signed by the applicant. Form available at www.vfsglobal.com/india/australia		
• Affidavit in prescribed format from the parent living in Australia must be attested by a JP or Notary. Affidavit format available at www.vfsglobal.com/india/australia (NSW residents kindly submit documents attested by a Notary Public only, list of NSW notaries available at: https://notarynsw.org.au/find-a-notary)		
• Current Passport copy of the applicant (two sets), attested by JP or Notary. (NSW residents kindly submit documents attested by a Notary Public only, list of NSW notaries available at: https://notarynsw.org.au/find-a-notary)		
• High Commission or Consulate General of India may seek more information or documents if necessary to process the application.		
• ONE recent photograph (2 inch x 2 inch), meeting strict specifications. see www.vfsglobal.com/india/australia for more details. IPVSC Centres in Australia provide photography services as per the guidelines of International Civil Aviation Organisation (ICAO). This service is chargeable and available for standard photographs of Adult and children. (Assistance may not be available for Infant and applicants' with Special Needs).		
• Appointment Letter:- ○ All Applicants visiting the application centre for submitting their applications in person are required to schedule an appointment. (Applications sent by Post/Courier do not require scheduling an appointment) ○ Visit www.vfsglobal.com/india/australia to schedule appointment or Click here.		
• Mode of payment:- ○ Eftpos / Credit card - MasterCard or Visa Card issued in Australia (at VFS counters) ○ Cash (at VFS Counters only) ○ Money / Postal Order payable to "VFS Services Australia Pty Ltd" only ○ Post Applications- Complete Credit Card Authorization form Note: - Personal Cheque and Company Cheque are not acceptable. - Courier Fee is mandatory (Applications received by post will be returned by post)		

FOR OFFICIAL PURPOSES ONLY

Submission Officer Comments -

The applicant hereby confirms that he/she has read the above, ticked the boxes against documents submitted & ensures that all the necessary documentation has been submitted.

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VFS Officer (Name & Sign)

Applicant (Name & Sign)

Credit Card Authorization (to be completed for applications sent by post)

I authorize VFS Services Australia Pty Ltd to debit my credit card for application charges as applicable on
[https://www.vfsglobalonline.com/ihcausonline/\(S\(x0dgry452b3q2445i1js2w55\)\)/FeeCalculator.aspx](https://www.vfsglobalonline.com/ihcausonline/(S(x0dgry452b3q2445i1js2w55))/FeeCalculator.aspx)

Please note Debit cards are not accepted for postal applications.

Card Number	
Credit Card Expiry Date	M M Y Y
Card Type (Tick appropriate box)	  Visa card or Master card issued in Australia only. 1.20% surcharge including GST applicable on total payable.
Cardholder's name (As printed on Card)	
Cardholder's Signature	
Applicant's Passport Number	