

# 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 certificate issued by the Embassy of India** ☐
    - Please note that before applying for the Indian passport, parents should first register birth with the Embassy – please refer to checklist: Birth Registration for Newborn Child to Indian Parents
  - 2 **An Indian Government passport application form duly filled in online** ☐  
<https://embassy.passportindia.gov.in/>
    - 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 **Copy of birth certificate 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)
  - 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' (See Download Forms section on VFS website)
- 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: \_\_\_\_\_