

# SURRENDER OF INDIAN PASSPORT & RENUNCIATION OF INDIAN NATIONALITY

Version: 01/05/2024

Surrender of Indian Passport and Renunciation of Indian citizenship are two different processes.

Renunciation Certificate and Surrender Certificate have different applicable Embassy fees.

Both certificates will be issued separately to the applicants. **Both processes are mandatory for those Indian nationals who obtained foreign nationality on or after 1<sup>st</sup> June 2010 :**

## LIST OF DOCUMENTS REQUIRED FOR SURRENDER/ RENUNCIATION OF INDIAN NATIONALITY

### Applications to send via post:

△ Please do not send any original supporting document eg: Birth/Marriage/Educational certificates/Residence card etc.

△ Please do not forget to add [Contact Form](#)

△ Please do not forget to add **Payment Proof**

### Applicants intending to submit with walk-in appointment:

- If you have multiple applications to submit, kindly book separate appointments for each application.

- Kindly carry originals of all relevant documents that are applicable for reissue of your passport for verification purposes.

- If your situation is not indicated below, kindly clarify with our [helpline](#) prior booking appointment.

- Each appointment is slotted for a maximum of 15 minutes.

It is important that you are ready with your supporting documents arranged in order as indicated in Checklist to ensure that we can serve you and everyone within an expected waiting time limit.

- We will be unable to accept incomplete/incorrect applications.

## # RENUNCIATION OF INDIAN NATIONALITY

1 [Online application form](#) for adults (18years and above) who obtained the foreign nationality on or after 1<sup>st</sup> June 2010 :

(<https://indiancitizenshiponline.nic.in/Renounce> )

• Signature, contact details (mobile number, email address) of applicant should be completed on the second page. Print out should be in a portrait mode. Each page on a separate sheet. Uploading photo, signature and supporting documents is mandatory! All pages should be printed in Portrait mode and signed/thumb printed by applicant.

○ Applicants have a choice to pay applicable Fees at MHA website or pay offline at VFS.

Please note, for both choices applicants still need to pay Mandatory ICWF=2€ and applicable VFS service + optional fees while submission.

### If payment done at MHA website:

Payment proof corresponding to the MHA application reference number MUST be provided along with the application form.

If application is found erroneous after review by VFS/Embassy of India then no change is possible on that application, **new application form with corrected details and new payment proof corresponding to the new application reference number is required.**

Hence, **applicants are advised to fill up application carefully as there cannot be any refund possible from VFS or Embassy of India for any payment(s) done on MHA website.**

### If Applicant chooses to pay offline / Unable to pay online at MHA website:

Applicant needs to pay the applicable Embassy Fees in addition to VFS Service charges.

2 [Online application form](#) for minor (below 18 years) / applicant received the foreign nationality before 1<sup>st</sup> June 2010:

(<https://portal3.passportindia.gov.in/Online/index.html> )

• Signature/thumb impression of minor applicant should be on first and last page. Print out should be in a portrait mode. Each page on a separate sheet.

3 **One photograph conforming to Indian Government norms as per specifications mentioned on our website (5 cm \* 5 cm)**

• A Photo service complying with the Indian norms are available in our offices. (It is advised to take photos of new-born /minor applicant from a professional photo service. Please carry enough COINS for photo/photocopy services. Details of charges:

- 4 Self-attested copy of Dutch (foreign) passport
- 5 Original latest Indian passport (for cancellation)
- 6 Self-attested copy of Indian passport (first and last page)   
In case the passport dates back to the 80s and 90s a copy of the first 4 pages is required
- 7 Copy of Naturalization certificate (Bekendmaking) for Dutch citizens.   
• In case citizenship is different than Dutch, official document proving the date of acquisition of foreign nationality
- 8 Affidavit for change in name (if applicable)
- 9 [Declaration form](#) : to be filled by all applicants submitting any application
- 10 Additional [Declaration form](#) : to be filled for adults (18years and above)

**# SURRENDER OF INDIAN PASSPORT (Mandatory additional service to apply with every Renunciation of Indian nationality application):**

1 [Online application form](#) for adults (18years and above) who obtained the foreign nationality on or after 1<sup>st</sup> June 2010 :: (<https://portal3.passportindia.gov.in/Online/index.html> )

I hereby certify that I have submitted a complete application and that I know and accept the minimum processing times required for my application. I also acknowledge that I am aware that Embassy Fee/payments done at MHA website is non-refundable by Embassy of India / VFS Global.

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