

OCI REGISTRATION IN LIEU OF PIO CARD

OCI Registration for Current PIO card holders

Version: 24/01/2024

As per the Indian Government guidelines, all valid PIO-card holders should now register to become an OCI-Card holder. You will be required to surrender your PIO card after your new OCI card is ready.

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**

△ Please do not forget to add [Declaration of Intent for Biometrics registration](#)

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.

LIST OF DOCUMENTS REQUIRED FOR OCI REGISTRATION IN LIEU OF PIO CARD

- 1 **Online OCI Registration (In Lieu of PIO) Application form fully filled, printed in colour, Part B completed, photo, signature and documents uploaded online <https://ociservices.gov.in/>**
- 2 **Four photographs 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 newborn /minor applicant from a professional photo service. Please carry enough COINS for photo/photocopy services. Details of charges: <https://services.vfsglobal.com/nld/en/ind/additional-services>).
- 3 **Original passport and a copy of the same**
 - Note that your passport must be valid for a minimum of 180 days in order to submit your application
- 4 **Original PIO card and a copy of the same (first page, last page and copy of any endorsements)**
- 5 **[Declaration form](#): to be filled by all applicants when submitting any application**

If the applicant is minor

- No objection letter signed by both parents
- Passport copy of both parents
- OCI/PIO Card copy of both parents (if applicable)
- Residence card copy of both parents (if applicable)

If the applicant has changed their address

- Original extract (uittreksel) issued by respective municipality in Netherlands for residence proof with address, Apostilled

ANY ERRORS ON THE PRINTED FORM CANNOT BE MODIFIED BY PEN/PENCIL AT THE TIME OF SUBMISSION.

APPLICANTS ARE ADVISED TO ENSURE ACCURACY OF DETAILS ENTERED IN THE ONLINE FORM.

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 understand that during the process of my application I may be asked to submit some more documents.

Date: _____

Signature: _____