

PASSPORT ISSUE FOR A NEWBORN CHILD

Version: 30/08/2021

LIST OF DOCUMENTS REQUIRED FOR PASSPORT ISSUE OF A NEWBORN CHILD

- 1 **An Indian Government passport application form duly filled in [online](https://portal3.passportindia.gov.in/Online/index.html) (<https://portal3.passportindia.gov.in/Online/index.html>)**
 - Thumb print of the child should be on the form in lieu of signature. Print out should be in a portrait mode. Each page on a separate sheet.
- 2 **Application form for registration of birth of a minor child at an Indian consulate duly filled in [online](https://indiancitizenshiponline.nic.in/#) (<https://indiancitizenshiponline.nic.in/#>)**
- 3 **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>).
- 4 **No objection letter signed by both parent**
- 5 **A copy of the parent's marriage certificate and originals for verification**
- 6 **Photocopy of both parents' passport (first and last pages as well as any pages including any endorsements) and originals for verification**
- 7 **Photocopy of the Dutch resident permit of both parents and originals for verification**
- 8 **Original and one copy of full version of Birth Certificate issued by local gemeente**
- 9 **Photocopy of one of the following to prove the Indian address of the parents of the child: electricity, gas, landline/mobile telephone bill**
- 10 **Declaration form : to be filled by all applicants submitting any application**
- 11 **Photocopy of an uttiterksel (extract from the municipality) with the Dutch address of the child**

LIST OF ADDITIONAL DOCUMENTS

In case more than one year has elapsed since the birth of the child or if one of the parents holds Dutch nationality

- A letter from the concerned gemeente stating that the child has not acquired Dutch nationality

If case one parent is not in Netherlands

- Annexure H (see Download Form section of VFS website) attested by Indian magistrate or Indian Mission abroad **OR** Annexure G with presence of single parent

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)

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: _____