

## RENUNCIATION OF INDIAN CITIZENSHIP & PASSPORT SURRENDER CERTIFICATE - CHECKLIST

### RENUNCIATION OF INDIAN CITIZENSHIP

- The application must be **submitted online** via the MHA portal: <https://indiancitizenshiponline.nic.in/Renounce>

After submission, print out the completed form.

- Original **Indian Passport**

The **Indian passport** must be submitted along with a **copy of the main pages** (first few pages containing personal details).

### PASSPORT SURRENDER

The Online application form is available at <https://mportal.passportindia.gov.in/gpsp/> .

***Please note that it is mandatory to upload your photograph, signature or thumbprint, Swiss residence permit, proof of Swiss address, Annexure D (No Objection Certificate from parents for minor/newborn applicants), copies of the front and last pages of the current passport, and all other required supporting documents.***

#### Required Documents:

- Printed & signed online application** (on first page under the photograph and the last page of application form. All signatures in the application form should be signed with either blue or black ballpoint pen only. Those who cannot affix their signature, e.g. infants and minors, should put their thumb impression instead of signature below the photograph (male applicants should use left thumb impression and female applicants should use right thumb impression). The signature of the applicant should exactly fit in the prescribed signature box provided on the first page.

- Two passport-size photographs** – (i) If the background is not uniform, the applicant needs to make it uniform, preferably white background. (ii) The applicant should crop the photo to ensure that approximately 85% of the image is covered by the applicant's face. (iii) The pixel size should be 630x810 for better quality. (iv) The maximum file size of the photograph must not exceed 250 KB. (v) Applicants wearing a turban must ensure that their forehead and face are clearly visible in the photographs, and the turban does not cover them. Must follow official guidelines: front-facing, eyes open (babies relaxed), plain light background, correct head size, no shadows.

**Guidelines for ICAO Compliant Photographs for Passport Application** – [Guidelines for ICAO Compliant Photographs for Passport Application.pdf](#)

**SOP for Applicant Portal GPSP2.0** - [SOP for Applicant Portal GPSP2.0.pdf](#)

- Copy of Naturalization Certificate** (Einbürgerungsurkunde / Bürgerrechtsnachweis) with date of acquisition
- Original Indian passport and original foreign passport**, along with copies of the main pages.
- Swiss Residence Permit** (for applicants in Switzerland)
- Submit a **copy of your valid Swiss Residence Permit** (if you are not a Swiss national).

**Proof of Address (Switzerland)**

- **Utility Bill** or **Bank Statement** or **Rental Agreement** (recent, with name/address)
- **Official Government Letter**

**Proof of payment receipts** (Please make your payment in favour of "VF SERVICES (UK) Limited" Weststrasse 2, 3005 Bern via E-Banking IBAN (CH31 0023 0230 5583 7301 X) or You may generate the QR code by accessing the following link <https://qrbill.ubs.com/app/CAL/>

- Payment can also be made at **VFS counters**

**Additional documents For Minor Applicants:**

- Both parents' passports and Swiss residence permits.
- Both parents and the minor child must be present at the time of submission at the Indian Consular Application Centre.
- Signed Minor Declaration Form ( [Declaration of Awareness - Document Upload & Ceasation of Indian Nationality of Minor Child of Applicant.pdf](#) )

**Notes-**

**REUNCIATION IS REQUIRED** if you acquire a foreign nationality, as India does not allow dual citizenship.

**THE RENUNCIATION FORM (XXII)** should be filled out carefully, as once submitted online, NO CHANGES can be made. Double-check all details before submission.

**Adults:** Who acquires foreign citizenship and wishes to renounce Indian citizenship must submit Form XXII (for renunciation of citizenship) and apply for a Surrender Certificate. **Both forms must be submitted separately. And in person at the Indian Consular Application Centre.**

**Minors:** Parents must apply for Surrender Certificate for minor children, but they do not need to fill out the renunciation form. **Both parents and the minor child must be present at the time of submission at the Indian Consular Application Centre.**

After the application processed at the Application Centre, the applicant must sign the declaration in presence of the concerned authority and submit the application form along with the supporting documents at the Embassy of India, Berne between 11:00 am – 12:00 pm & 15:00 pm - 16:00 pm.

**This list is not exhaustive and does not guarantee approval. The High Commission of India or its Consulates reserve the right to request additional documents if required**