

OCI REGISTRATION

Applicants aged **12 to 70 years** are required to submit **biometrics in person at the VFS counters**. **Postal applications are not accepted.**

Please upload all the requested documents to the OCI portal. Before uploading, self-attest each document in bold letters and include the following statement:

“This is a true copy of the original.”

Also mention your full name, place, and date on each document.

Required Documents:

- OCI Online Application** (Parts A & B) – printed and duly signed
- Swiss / Foreign Passport** – copy of signature page
- Surrendered / Cancelled Indian Passport** – front and back pages including cancelled endorsement
- Surrender / Renunciation Certificate** of Indian citizenship
- Naturalization Certificate** (Einbürgerungsurkunde / Bürgerrechtsnachweis)
- Swiss Residence Permit** – copy (except Swiss nationals)
- Copy of Spouse’s Passport, Swiss Residence Permit, and Marriage Certificate (if applicable)**
Two recent colour photographs –
 - 50×50 mm,
 - 80% face coverage,
 - neutral background
- No Criminal Record Certificate/ Strafregisterauszug** (for applicants aged 18+) – original, issued by Federal Office of Justice
- Proof of Residence** – original Meldebestätigung issued by Swiss authorities
- Notarized affidavit** (if there is a change of name/surname in the foreign passport)

Payment Details:

Pay VF SERVICES (UK) Limited via E-Banking
IBAN (CH31 0023 0230 5583 7301 X) or generate QR code here

Additional Documents for Minors & OCI based on parents:

- Copy of parents’ OCI cards (**first and last pages**) Copy of parents’ passports (**first and last pages**) Copy of parents’ residence permits (**first and last pages**) **for Minors / OCI based on parents**
- Birth Certificate Apostille (required for all countries except Switzerland) **for Minors / OCI based on parents**
- Both parents sign self-attested** documents with: “This is a true copy of the original”
- Joint Declaration / Parental Consent **for Minors**
- No objection letter **for Minors**
- Copy of Military Service Certificate (Dienstpflicht / Militärdienst) **OCI based on parents (if applicable)**

Note-

All documents must be properly **uploaded** on the OCI Portal, clear, and self-attested with the statement:

“This is a true copy of the original.”

Ensure that all information in the application form matches the supporting documents exactly. Any discrepancy may lead to the **application not being submitted**.

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Please ensure that both parents have self-attested the documents for the minor. Additionally, **include your full name, place, and date on each document**.

Bring all uploaded documents with you when visiting the VFS center.

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