GENERAL OCI SUPPORTING DOCUMENTS AND UPLOADING CHECKLIST

Self (Indian Origin) - Applicants are required to carry the originals, self-attested photocopies, and also upload all documents online, irrespective of the category. • Current Valid Passport • 2X 2 Inch Recent physical Photograph not older than 6months (same as uploaded online) • Naturalization Certificate • Indian Origin Proof issued from Competent Indian Authority for those naturalized post 1st June 2010 i.e. Indian Passport and Surrender Certificate. OR Original Notary public affidavit along with Indian passport/ *Registered Indian Birth Certificate/*Nativity Certificate • Registered Marriage Certificate If Married Or Divorce Certificate If Divorced or Death certificate as applicable • Spouse Passport • Valid UK Visa Immigration status for non-UK passport holders • Recent Employment Letter/Student ID/Self-assessment from HMRC if own business. • UK Address Proof • Notary Public Affidavit for any name/middle name/surname changes documents if applicable. • English translation from certified translator of documents as applicable. • **OCI Undertaking form** ***Post dated documents issued in India need to be duly certified by the first class District Magistrate/District Collector in India.**	**Minor Applicant – Applicants are required to carry the originals, self-attested photocopies, and also upload all documents online, irrespective of the category.** • Current Valid Passport • 2X 2 Inch Photo Recent physical Photograph not older than 6months (same as uploaded online) • Full Version Registered Birth Certificate (**Apostilled by the respective foreign office if issued outside India)(Please note only paper apostille accepted **not eApostille**) • Naturalization Certificate • Indian Origin Proof issued from Competent Indian Authority: **Indian Passport & Surrender Certificate**. • Exit permit/FRRO stamp if applicable • Registered Marriage Certificate of Parents OR Joint Consent Notary Public Affidavit by Parents If parents are not Married OR if parents are divorced/separated then Court issued sole custody order confirming that the child can stay outside UK for an indefinite period. • Both Parents Valid Passport Copy (Front + Last Page) along with Valid UK Visa Immigration status for NON UK passport holders. • Parents Indian Origin Document. (Surrender Certificate & Indian Passport first and Last page/OCI First and Last Page/Indian Passport (F&L page). • UK Address Proof of parents • Notary Public Affidavit for any name/middle name/surname changes documents if applicable. • English translation from certified translator of documents as applicable. • Valid UK Visa Immigration status for Non UK passport holders • **OCI Undertaking form**

Great Grandparents/ Grand Parents /Parents Basis

Applicants are required to carry the originals, self-attested photocopies, and also upload all documents online, irrespective of the category.

- Current Valid Passport
- 2X 2 Inch Photo Recent Physical Photograph not older than 6months (same as uploaded online)
- Applicant's Full Version Registered Birth Certificate (**Apostilled by the respective foreign office if issued outside India)
- Full version Birth Certificate of Applicant's Parents and Grandparents (**Apostilled by the respective foreign office if issued outside India)
- Parents/Grandparents' Indian Origin Proof eg OCI card first and last page /Indian Passport first and last page
- Parents/Grandparents Passport Copy
- Naturalization Certificate
- Recent Employment Letter/Student ID//Self-assessment from HMRC if own business.
- Applicant's Marriage Certificate If Married Or Divorce Certificate if divorced or Death certificate as applicable.
- Spouse Passport copy
- UK Address Proof
- Notary Public Affidavit for any name/middle name/surname changes documents if applicable.
- English translation of documents as applicable
- Valid UK Visa Immigration status for Non-UK passport holders
- OCI Undertaking form

****E-apostille on the full version birth certificate is not accepted, physical paper based apostille is required****
****If the issuance country is not signatory to the Hague Convention and cannot apostille the document then the Birth Certificate needs to be attested by the Ministry of Foreign affairs of the issuance country and further re-attested by the Indian Embassy based out of the issuance country.**

Miscellaneous service

Applicants are required to carry the originals, self-attested photocopies, and also upload all documents online, irrespective of the category.

- Current Valid Passport
- 2X 2 Inch Photo Recent physical Photograph not older than 6months (same as uploaded online)
- OCI Card first and last page + Old Passport +life Long U Visa Stamp
- If Nationality Change, Naturalization Certificate.
- If OCI Lost- Police report/ detailed signed Self-explanation letter regarding the lost/damaged OCI.
- Recent Employment Letter/Student ID Card //Self-assessment from HMRC if own business.
- Marriage Certificate If Married or Divorce Certificate if divorced or Death certificate as applicable.
- Spouse passport Copy
- UK Address Proof
- Notary Public Affidavit for any name/middle name/surname changes documents if applicable.
- English translation of documents as applicable
- Valid UK Visa Immigration status for Non UK passport holders
- For Minor Applicants: Parents Valid Passport Copy (Front + Last Page)+ valid UK Immigration status if Non UK passport holders.
- For Minor Applicants: Full version Birth Certificate
- For Minor Applicants; Registered Marriage Certificate of Parents OR Joint Consent Notary Public Affidavit by Parents If parents are not Married OR If parents are divorced/separated then Court issued sole custody order confirming that the child can stay outside UK for an indefinite period.
- OCI Undertaking form

Foreign Spouse Case (Prior Interview with Mission/Consulate mandatory)
Please refer www.vfsglobal.com/india/uk
Applicants are required to carry the originals, self-attested photocopies, and also upload all documents online, irrespective of the category.

- Current valid passport
- 2X 2 Inch Photo Recent physical Photograph not older than 6months (same as uploaded online)
- Registered marriage certificate
- certificate to be (**apostilled/attested by respective foreign office)
- Full Version Registered Birth Certificate of applicant (**Apostilled by the respective foreign office if issued outside India)
- Naturalization Certificate
- Spouse OCI card (first and last page) & Current Valid passport and valid UK Visa if applicable
- Spouse signed consent letter
- Recent Employment letter/Student ID/ Self-assessment from HMRC if own business.
- UK Address Proof
- Notary Public Affidavit for any name/middle name/surname changes documents if applicable.
- English translation from certified translator of documents as applicable
- Valid UK Visa Immigration status for Non UK passport holders
- OCI Undertaking form

****E-apostille on the full version birth certificate is not accepted, physical paper based apostille is mandatory****
****E-apostille on the Marriage certificate is not accepted, physical apostille is mandatory****

VALID PIO to OCI Applicants are required to carry the originals, self-attested photocopies, and also upload all documents online, irrespective of the category.

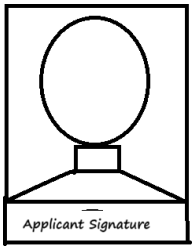
- Current Valid Passport
- PIO card First and Last page
- 2X 2 Inch Photo Recent Photograph not older than 6months (same as uploaded online)
- If Nationality Changes, Naturalization Certificate.
- Recent Employment Letter/Student ID
- Marriage Certificate If Married Or Divorce Certificate if divorced or Death Certificate as applicable.
- Spouse passport copy
- UK Address proof
- Notary Public Affidavit for any name/middle name/surname changes documents if applicable. English translation of documents as applicable
- Valid UK Visa Immigration status for Non UK passport holders
- For Minor Applicants: Parents Valid Passport Copy (Front + Last Page)+ valid UK Immigration status if Non UK passport holders
- For Minor Applicants: Full version Birth Certificate
- For Minor Applicants; Registered Marriage Certificate of Parents OR Joint Consent Notary Public Affidavit by Parents If parents are not Married OR If parents are divorced/separated then Court issued sole custody order confirming that the child can stay outside UK for an indefinite period.
- OCI Undertaking form

---- If PIO Card is Lost----Kindly fill the application form *in Lieu of Lost PIO* and include in addition to the above listed documents: Police report/ detailed signed Self-explanation letter regarding the lost/damaged OCI.

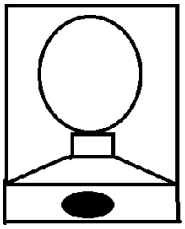
- **Applicants are requested to submit the photocopies of the supporting documents along with the Originals. All Applicants should fill the form correctly as per details from their current valid passport.**
- **Please ensure to upload both photo and address page of Indian Passport and OCI card wherever required.**
- **Name Change / Discrepancy in Name (s)- UK Notary Affidavit is mandatory.(Refer Website) www.vfsglobal.com/india/uk**
- **Birth Certificate to be apostilled by the respective foreign Ministry. (Refer Website.) www.vfsglobal.com/india/uk**
- **For Foreign Spouse Applicants, Marriage Certificate to be apostilled by the respective foreign Ministry. (Refer Website) www.vfsglobal.com/india/uk**
- **Kindly request you to arrange the documents in the same order as the checklist.**
- **Please ensure all the documents including photo and signature required to be uploaded clearly, before you approach the counter for your application submission.**
- **Kindly Self attest all the photocopies**
- **E Apostille is not accepted for OCI applications.**

Please ensure to bring the same physical photo uploaded online. (2"x2")

(Photo and signature Background should be clear white .)



Adult



Below 5 years



5 Years and Above

Uploading Tips.

Photo - 2000x2000 Pixels.

Signature – 2000X1000 Pixels.