



16-1002321533

विदेश मंत्रालय भारत सरकार
Ministry of External Affairs Government of India
Online Appointment Receipt

Applicant Details: Application Reference No.(ARN) 16-1002321533 Service Type REISSUE Type of Application TATKAAL Given Name NAGABHUSHAN Surname NAMALA Gender MALE Father's Name CHANDRAMOHAN Spouse's Name SWAROOPA Date of Birth 27/08/1982 Place of Birth KARIMNAGAR,KARIMNAGAR,TELANGANA Marital Status MARRIED Employment Type PRIVATE Application Submitted Date 08/03/2016 Present Residential Address 17/2,B&C,S3,3RD MAIN ROAD,TNHB COLONY, VELACHERY, CHENNAI, 600042, TAMIL NADU, INDIA Applicants References Details: First Reference ALEKYA,17/2,B&C,F3,3RD MAIN ROAD, TNHB COLONY,VELACHERY, CHENNAI - 600042 Second Reference KALYANI,17/2,B&C,F2,3RD MAIN ROAD, TNHB COLONY,VELACHERY, CHENNAI - 600042	Payment Details# Total Fee (Rs.) 3500.00 Paid Fee (Rs.) 1500.00 Date and Time 15/03/2016 02:41 PM Transaction Id IG0BQSMJM0 Appointment Details: Passport Seva Kendra Address TAMBARAM, CLARET COMPLEX, DURAISAMY REDDY STREET, TAMBARAM, CHENNAI Appointment Id 100007966430216 Appointment Date and Time 31/03/2016 & 02:30 PM Reporting Date and Time 31/03/2016 & 02:15 PM Appointment Quota NORMAL Batch 18 Sequence No. 22 Previous Passport Details Old Passport No. F7134950 Passport Issue Date 16/03/2006 Passport Expiry Date 15/03/2016 Place of Issue HYDERABAD
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Please Read Carefully:

- Please reach Passport Seva Kendra (PSK) at **02:15 PM** as mentioned above and carry the printed copy of this appointment receipt.
- Check **Document Advisor** on website 'www.passportindia.gov.in' to know the documents required at PSK. Carry original documents and their self attested photocopies. Final decision with regard to documents required is at the discretion of RPO staff at PSK.
- In case of minor applicants (below 4 years of age), carry the recent passport size photograph (4.5 X 3.5 cm) with white background.
- Only applicant is allowed inside the PSK. However, in case of exceptions such as Senior Citizen / Physically Challenged / Illiterate / Minor applicants, one person from the family may be allowed to accompany inside PSK.
- At PSK, a paper token will be issued to you after checking of documents. Your application will be processed at Counter A followed by counters B and C. At all stages, please be alert and watch the token display screens to know the counter at which your application will be processed. Please collect acknowledgement slip from the Exit counter before leaving PSK. Also, you are requested to fill the feedback form at the exit counter.
- In case of Tatkaal application, balance service fee has to be paid in cash inside PSK. Please collect the payment receipt from the counter after payment.
- Corrosive substances, explosives, weapons and any sharp objects are not allowed inside the PSK. Please co-operate with security staff for frisking before entry in PSK. Your security is our primary concern.
- Take care of your belongings inside the PSK.
- Keep your mobile in silent mode inside PSK. Also video / photography is not allowed inside.
- Thanks for showing your interest in '[Passport Seva SMS Services](#)' enrolment. Please pay Rs 40/- (FORTY ONLY) in cash as the Enrolment Charges during your visit to Passport Seva Kendra.
- Applicants applying under "TATKAAL" scheme may please note that their application processing at Passport Seva Kendra may take approximately 2 hours due to additional verifications required before processing of such applications. Therefore, "TATKAAL" applicants are advised to plan their schedule accordingly.
- Balance fee (if applicable) after editing the submitted form will be payable in cash at the Passport Seva Kendra.
- ATM facility available at PSK for all Bank Cards.
- **Help us to serve you better.**
- As you have selected Application Type as 'Tatkaal' and Employment type as 'PRIVATE', please confirm to enter the Verification Certificate (VC) /

No Objection Certificate (NOC) / Prior Intimation Letter (PIL) / Identity Certificate (IC) details online using **Enter VC/NOC/PIL/IC Details** link available on the **View Saved/Submitted Applications** page. Please carry originals.

Details as per the Payment Date. Payment once made for availing passport services will not be refunded.

The following table lists Applicant Categories along with the Documents to be Submitted. The Document No. mentioned in Documents to be Submitted column is the reference given to the document mentioned in List of Documents table.

Applicant Categories	Documents to be Submitted
Additional Booklet (Exhaustion of Visa pages)	1 (if address is different from old Passport), 4
Expiry of old passport	
1. Within the time period of one year before expiry and three year after expiry of old Passport	1 (if address is different from old Passport), 4
2. After three years of expiry of old passport	(i) 1, 4, 20 (ii) 19 or 22
3. Renewal of Short Validity Passport (SVP)	Cannot apply under Tatkaal Scheme
4. Government/ Public Sector/ Statutory body employees (Still serving)	1 (if address is different from old Passport), 4, 9 or 21
5. Retired government official	1 (if address is different from old Passport), 4, 5
6. Students going for higher studies abroad upto 2 years from expiry of Passport	1 (if address is different from old Passport), 4, 12
Damaged Passport (Passport number is readable, name is legible and Photo is intact)	1 (if address is different from old Passport), 2, 4, 13
Lost/ Damaged beyond recognition/ Stolen Passport	Cannot apply under Tatkaal Scheme
Change in Particulars	
1. A woman applying for change of name/ surname in existing Passport due to marriage	(i) 4, 14 (if he has Passport) (ii) 6 or 10 or 17
2. Divorcees/ Separated applying for change of name OR for deletion of spouse's name in existing Passport	(i) 4, 18 (ii) if divorced, 15 or 16 (iii) if separated, 10
3. Re-married applicants applying for change of name/ spouse's name	(i) 4, 14 (of present husband, if he has Passport) (ii) 6 (Re-marriage certificate) or 10 or 17 (iii) 11 or 16 (as the case may be in respect of first spouse)
4. Change of name in other circumstances (minor change in name-both male and female i.e. spelling discrepancy between Passport and documents which phonetically does not result in total change in name)	4, 18
5. Major change in name (cases different from minor change case)	Cannot apply under Tatkaal Scheme
6. Change in name in case of Government/ Public Sector/ Statutory body employees	4, 7, 8, 18
7. Change in Sex	Cannot apply under Tatkaal Scheme
8. Change of Appearance	Cannot apply under Tatkaal Scheme
9. Change/ Correction of DoB	Cannot apply under Tatkaal Scheme
10. Change/ Correction of place of birth	Cannot apply under Tatkaal Scheme
11. Change in Current Address	1 (changed address), 4
12. Change in Signature	Cannot apply under Tatkaal Scheme
13. Addition of Spouse Name	(i) 4 (ii) 6 or 10 or 17
14. Change of Father/ Mother name	Cannot apply under Tatkaal Scheme
15. ECR Deletion	1 (if address is different from old Passport), 3, 4

Document No.	List of Documents
1.	<p>Proof of Present Address. For Proof of Address attach one of the following documents:</p> <ol style="list-style-type: none"> Water bill/ Telephone (landline or post paid mobile bill)/ Electricity bill Photo passbook of running Bank Account (Scheduled Public Sector Banks, Scheduled Private Sector Indian Banks and Regional Rural Banks only) Income Tax Assessment Order Election Commission Photo ID card Gas connection bill Certificate from Employer of reputed and widely known companies on letter head (Only public limited companies can give address proof on company letter head along with seal. Computerised print-outs shall not be entertained) Spouse's passport copy (First and last page including family details), (provided the applicant's present address matches the address mentioned in the spouse's passport) Applicant's current and valid ration card <p>Note: If any applicant submits only ration card as proof of address, it should be accompanied by one more proof of address out of the given categories.</p> <ol style="list-style-type: none"> Parent's passport copy, in case of minors (First and last page) Aadhaar Letter/ Card Registered Rent Agreement (for a period of more than one year) <p>Note:</p> <ol style="list-style-type: none"> Applicants are required to submit the proof of address of the present address only, irrespective of the date from which he/she has been residing at the given address. However, he/she is required to mention all the place of stay during previous one year in the Passport application form. Aadhaar letter/card or the e-Aadhaar (an electronically generated letter from the website of UIDAI), as the case may be, will be accepted as Proof of Address (POA) and Proof of Photo-Identity (POI) for availing passport related services. Acceptance of Aadhaar as PoA and POI would be subject to successful validation with Aadhaar database.
	<p>Proof of Date of Birth. For Proof of Date of Birth attach one of the following documents:</p>

2.	<p>a. Birth certificate issued by a Municipal Authority or any office authorized to issue Birth and Death Certificate by the Registrar of Births & Deaths</p> <p>b. School leaving certificate / Secondary School leaving certificate/ Certificate of Recognized Boards from the school last attended by the applicant or any other recognized educational institution</p> <p>c. Affidavit sworn before a Magistrate/Notary stating date/place of birth as per the specimen in Annexure "A" by illiterate or semi-illiterate applicants (Less than 5th class).</p> <p>For applicants born on or after 26.01.89, only Birth Certificate issued by the Municipal Authority or any office authorized to issue Birth and Death Certificate by the Registrar of Births & Deaths is acceptable. The Birth Certificate should ordinarily contain the name of child, name of father and mother, date of birth, place of birth, sex, registration number and date of registration. If the Birth Certificate doesn't contain the name of child, a declaration on plain paper signed by parents, is required to be submitted specifying the name of the child.</p>
3.	Documentary proof for any one of the Non-ECR (previously ECNR) categories, Refer Column 2.15 under Section-B of passport instruction booklet
4.	Old Passport in original with self-attested photocopy of its first two and last two pages, including ECR/Non-ECR page (previously ECNR) and the page of observation (if any), made by Passport Issuing Authority and validity extension page, if any, in respect of short validity passport
5.	Pension Payment Order
6.	An attested copy of marriage certificate issued by Registrar of Marriage
7.	Gazette Notification changing name in applicant's department
8.	Fresh ID Certificate in changed name
9.	No Objection Certificate (NOC) (as per Annexure 'M')
10.	Affidavit sworn before First Class Judicial Magistrate or Executive Magistrate on Non-Judicial stamp paper for re-issue of passport (which was obtained prior to marriage) by married applicants who are unable to provide the prescribed marriage certificate or joint affidavit with spouse due to marital discord, separation or without formal divorce decree by the Court or due to total desertion by the spouse as per specimen at Annexure 'K'
11.	Death Certificate
12.	Proof of going abroad for studies like Copy of college admission letter or Copy of application submitted for visa or Copy of bank loan paper etc
13.	Affidavit stating how and where the Passport got lost/ damaged (Annexure 'L')
14.	Self attested photocopy of the spouse's Passport
15.	Court certified copy of Divorce decree
16.	Self attested copy of Divorce certificate
17.	A joint affidavit from husband and wife along with a joint photograph, (Specimen at Annexure "D") When joint affidavit is not possible the affidavit should indicate the reason for it. If applying for passport for the first time, this affidavit is required only if there is a change in the first name.
18.	Deed poll/sworn affidavit as per Annexure "E"
19.	Verification Certificate as per the specimen as per Annexure "F"
20.	Standard Affidavit as per Annexure "I"
21.	Prior Intimation Letter (PI) (as per Annexure 'N')
22.	<p>3 out of 16 documents listed are as under:</p> <p>a. Electors Photo Identity Card (EPIC)</p> <p>b. Service Photo Identity Card issued by State/Central Government, Public Sector Undertakings, local bodies or Public Limited Companies</p> <p>c. SC/ST/ OBC Certificates</p> <p>d. Freedom Fighter Identity Cards</p> <p>e. Arms Licenses</p> <p>f. Property Documents such as Pattas, Registered Deeds etc.</p> <p>g. Rations Cards</p> <p>h. Pension Documents such as ex-servicemen's Pension Book/Pension Payment order, ex-servicemen's Widow/Dependent Certificates, Old Age Pension Order, Widow Pension Order</p> <p>i. Railway Identity Cards</p> <p>j. Income Tax Identity (PAN) Cards</p> <p>k. Bank/ Kisan/ Post Office Passbooks</p> <p>l. Student Photo Identity Cards issued by Government Recognized Educational Institutions in respect of full time courses</p> <p>m. Driving Licenses (valid and within the jurisdiction of State of submission of application)</p> <p>n. Birth Certificates issued under the RBD Act</p> <p>o. Gas Connection Bill (of one year before and current bill)</p> <p>p. Aadhaar Letter/Card</p> <p>NOTE 2: (i) For three documents to be submitted from the sixteen documents listed above , one of the three documents should be a photo identity document and at least one of the three must be amongst the documents indicated at (a) to (i) above (ii) Name in all the three documents should be same (iii) All above documents are required to be produced in original along with self-attested copies.</p>

Note: The list of documents provided in the table above is indicative. The decision of APO/RPO shall be considered final.