

[home \(https://www.in.ckgs.us/home/index\)](https://www.in.ckgs.us/home/index)

Official Partner of Embassy of India  
Indian Visa, OCI, PIO & Renunciation  
(<https://www.in.ckgs.us/downloadApp>)

[In USA \(https://www.in.ckgs.us/application-centers\)](https://www.in.ckgs.us/application-centers)[▶ Travel Agent Login \(/login/\)](#)[home \(https://www.in.ckgs.us/home/index\)](https://www.in.ckgs.us/home/index) | [shipping](#)

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Document  
Checklist for OCI  
Card

Fill the  
Additional  
Particulars Form

Forms

Submission  
and  
Collection  
Mode

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Pay

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Go to the Government  
site to fill  
the OCI Form & Upload  
Documents

7

Return to CKGS  
for Physical  
Documents  
Submission

In case you get *disconnected* or wish to complete your form *later* please save this Web Reference Number → **USACOSXAZAB17C**

Jurisdiction : *Chicago*   Nationality : *UNITED STATES*   Service Category : *New OCI Card*   Traveller : *Minor*

#### My Payment Summary



##### OCI

New OCI Card	\$ 275.00
ICWF Fee	\$ 3.00
CKGS Service Fee	\$ 17.00

##### Shipping

Return Shipping Option Selected	\$ 45.00
Convenience Fee	\$ 11.90

Total	\$ 351.90
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#### In case you use your own shipping label

- Ensure that you provide the AWB Number and Service provider's details.
- CKGS will not drop off your prepaid envelope/s to your shipping service provider as you have not bought the shipping service from us.
- CKGS cannot take any responsibility of pick-up and delivery to you as the shipping service providers often do not acknowledge receipt of the envelopes.
- **FedEx Prepaid Envelopes** sent by you are NOT accepted. CKGS will not be responsible to contact you, and if you ignore this point, for any delay occurring will be your liability.



Enter CKGS Temporary ID / Web Reference Number to continue

UPS My Choice®

Submit

**CKGS Application  
Centers & Jurisdictions**  
(<https://www.in.ckgs.us/application-centers>)

**FEATURES**

Delivery Alerts

Delivery Planner

Approximate Delivery Time

Authorize Shipment Release

Hold for Will Call (UPS facility)

"Leave at" instructions

Leave with Neighbor

To enroll, please visit on <https://www.ups.com/mychoice/> (<https://www.ups.com/mychoice/>).

**Shipping through CKGS**

## Submission Details

Address entered must be identical as mentioned on the Govt. form and proof of address submitted. Your application will fall under **ineligible category** in case addresses are found to be mismatched. Ineligible category means that your application will be returned to you without further processing and you will be asked to re-apply following the correct process.

**SHIPPING** Service*(from You to CKGS) -**1 Envelope*

1 Envelope for sending application

☐ 7230 Windsor Lakes PL Indianapolis IN 46237*(Same as your current USA address)*☐ If Shipping address is a different address☐ [CLICK HERE TO CHECK IF UPS IS SERVICED IN YOUR LOCALITY](#)

## Collection Details

Address entered must be identical as mentioned on the Govt. form and proof of address submitted. Your application will fall under **ineligible category** in case addresses are found to be mismatched. Ineligible category means that your application will be returned to you without further processing and you will be asked to re-apply following the correct process.

**SHIPPING** Service*(from CKGS to You) -**2 Envelopes*

1 Envelope (from CKGS to You)

1 Envelope original passport returned  
back(from CKGS to You)☐ 7230 Windsor Lakes PL Indianapolis IN 46237*(Same as your current USA address)*☐ If Shipping address is a different address☐ [CLICK HERE TO CHECK IF UPS IS SERVICED IN YOUR LOCALITY](#)

**"PO BOX** number is **NOT ACCEPTABLE** as valid Proof of address"

Use of this system constitutes your agreement to the service conditions of the third party service provider. CKGS will not be responsible for any claim for package loss, damage, delay, non-delivery or missed delivery.