22-1003358927

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

Applicant Details:

Application Reference No. (ARN)	22-1003358927
Service Type	REISSUE
Type of Application	TATKAAL
Given Name	SUBRAMANIAN
Surname	MUTHAIAH
Gender	MALE
Father's Name	SWAMINATHAN MUTHAIAH
Mother's Name	MUTHAIAH BAGAVATHI
Date of Birth	27/09/1988
Place of Birth	CHENNAI,CHENNAI,TAMIL NADU
Marital Status	SINGLE
Employment Type	PRIVATE
Application Submitted Date	28/03/2022
Present Residential Address	46, RAMANUJAM STREET, UDHAYAM HOUSE, T.NAGAR, CHENNAI, Chennai, 600017, Tamil Nadu, INDIA

Payment Details#

Total Fee (Rs.)	3500.00
Paid Fee (Rs.)	1500.00
Date and Time	07/04/2022 01:55 AM
Transaction Id	207290014

Appointment Details:

Regional Passport Office Address	RPO CHENNAI, REGIONAL PASSPORT OFFICE CHENNAI ROYALA TOWERS NO. 2 AND 3, IV FLOOR, OLD NO. 785, NEW NO. 158, ANNA SALAI, CHENNAI-600002, TAMILNADU
Appointment Id	**100018079061822**
Appointment Date and Time	**29/04/2022 & 10:15 AM**
Reporting Date and Time	**29/04/2022 & 10:00 AM**
Appointment Quota	TATKAAL

Batch   **8**

Sequence No.   **1**

100018079061822

Previous Passport Details

Old Passport No.	J3081432
Passport Issue Date	06/12/2012
Passport Expiry Date	05/12/2020
Place of Issue	CHENNAI
File Number	MASA02996510

Please Read Carefully:

- Please reach Passport Office at **10:00 AM** as mentioned above and you dont need to carry the printed copy of appointment receipt. An SMS with your appointment details is also accepted as proof of appointment during your visit to Passport Office.
- Check **Document Advisor** on website **'www.passportindia.gov.in'** to know the documents required. Carry original documents and their self attested photocopies. Final decision with regard to documents required is at the discretion of RPO staff.
- 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.Please Click here for photograph guidelines.
- Only applicant is allowed inside the Passport Office. 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 Passport Office.
- In case of Tatkaal application, balance service fee has to be paid in cash inside Passport Office. Please collect the payment receipt from the counter after payment.
- Corrosive substances, explosives, weapons and any sharp objects are not allowed inside the Passport Office. Please co-operate with security staff for frisking before entry in Passport Office. Your security is our primary concern.
- Take care of your belongings inside the Passport Office.
- Keep your mobile in silent mode when inside Passport Office. Also video / photography is not allowed inside.
- You can enrol for Passport Seva SMS Services by clicking Enrol for SMS Services (Optional) link available at Applicant Home Page of the website.
- Applicants applying under "TATKAAL" scheme may please note that their application processing at Passport Office 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 at the Passport Office.
- **Help us to serve you better.**

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

We are delighted to offer attractive passport covers manufactured using quality leather and PU. You can choose from the available options at PSK.

The Following documents needs to be furnished at PSK/PO for verification:

- Aadhaar Card/E-Aadhaar

- Aadhaar Card (Address Proof)

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, 15 (ii) 18
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, 8 or 16
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, 10
Damaged Passport (Passport number is readable, name is legible and Photo is intact)	1 (if address is different from old Passport), 2, 4, 11
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	4, 12 (if he has Passport)
2. Divorcees/ Separated applying for change of name OR for deletion of spouse's name in existing Passport	(i) 4 (ii) if divorced, 13 or 14
3. Re-married applicants applying for change of name/ spouse's name	(i) 4, 12 (of present husband, if he has Passport) (ii) 11 or 14 (as the case may be in respect of first spouse)
4. Change in name	**Cannot apply under Tatkaal Scheme**
5. Change in name in case of Government/ Public Sector/ Statutory body employees	4, 6, 7, 13
6. Change in Sex	**Cannot apply under Tatkaal Scheme**
7. Change of Appearance	**Cannot apply under Tatkaal Scheme**
8. Change/ Correction of DoB	**Cannot apply under Tatkaal Scheme**
9. Change/ Correction of place of birth	**Cannot apply under Tatkaal Scheme**
10. Change in Current Address	1 (changed address), 4
11. Change in Signature	**Cannot apply under Tatkaal Scheme**
12. Addition of Spouse Name	4
13. Change of Father/ Mother name	**Cannot apply under Tatkaal Scheme**
14. ECR Deletion	1 (if address is different from old Passport), 3, 4

Document No.	List of Documents
1.	**Proof of Present Address.** For Proof of Address attach one of the following documents: a. Water bill/ Telephone (landline or post paid mobile bill)/ Electricity bill b. Photo passbook of running Bank Account (Scheduled Public Sector Banks, Scheduled Private Sector Indian Banks and Regional Rural Banks only) c. Income Tax Assessment Order d. Election Commission Photo ID card e. Gas connection bill f. 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) g. 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) h. Parent's passport copy, in case of minors (First and last page) i. Aadhaar Letter/ Card j. Rent Agreement **Note:** 1. 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. 2. Furnishing of Aadhaar card will expedite processing of passport applications. 3. 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. 4. Any of the remaining documents containing address Out of 12 documents listed under Tatkaal application, could also be accepted as proof of residence if such documents have the same present residential address as given by the applicant in the Passport Application Form.
2.	**Proof of Date of Birth.** For Proof of Date of Birth attach one of the following documents: a. Birth Certificate issued by the Registrar of Births and Deaths or the Municipal Corporation or any other prescribed authority,whosoever has been empowered under the Registration of Birth and Deaths Act, 1969 to register the birth of a child born in India.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 b. Transfer/School leaving/Matriculation Certificate issued by the school last attended/recognised educational board having the date of birth of the applicant. c. Policy Bond issued by Public Life Insurance Corporations/Companies containing the date of birth of the holder of the insurance policy. d. Aadhar Card/E-Aadhar having the date of birth of the applicant. e. Copy of an extract of the service record of the applicant (only in respect of Government servants) or the Pay Pension Order (in respect of retired Government Servants), duly attested/certified by the officer/in-charge of the Administration of the concerned Ministry/Department of the applicant, having his date of birth. f. Driving licence issued by the Transport Department of the concerned State Government, having the date of birth of the applicant. g. Election Photo Identity Card issued by the Election Commission of India containing the date of birth of the applicant. h. PAN Card issued by the Income Tax Department having the date of birth of the applicant. i. A declaration given by the Head of the Orphanage/Child Care Home on their official letter head of the organization confirming the DOB of the applicant

		Note: Documents mentioned in point 'd' to 'h' are acceptable as proof of Date of Birth only if it has the precise Date of Birth of the applicant.
	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.	Gazette Notification changing name in applicant's department
	7.	Fresh ID Certificate in changed name
	8.	No Objection Certificate (NOC) (as per Annexure 'G')
	9.	Death Certificate
	10.	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
	11.	Affidavit stating how and where the Passport got lost/ damaged (Annexure 'F')
	12.	Self attested photocopy of the spouse's Passport
	13.	Court certified copy of Divorce decree
	14.	Self attested copy of Divorce certificate
	15.	Prior Intimation Letter (PI) (as per Annexure 'H')
	16.	**Out of turn issuance of passport documents listed are as under:** **NOTE 1:** If an applicant of the age of 18 years and above applies for a passport and desires to obtain a passport on out of turn basis submit Aadhaar Card/letter/e-Aadhaar containing the 12 digit Aadhaar number/28-digit Aadhaar Enrolment ID printed on Aadhaar Enrolment slip issued by the Unique Identification Authority of India (UIDAI), and any two of the documents listed below. a. Aadhaar Card/e-Aadhar containing the 12 digit Aadhaar number issued by the Unique Identification Authority of India(UIDAI) b. Electors Photo Identify Card (EPIC) c. Permanent Account Number (PAN Card) d. Driving Licenses (valid and within the jurisdiction of State of submission of applicant) e. Bank Passbook or Kisan Passbook or Post Office Passbook f. Student Photo Identity Cards issued by Government Recognized Educational Institutions g. Birth Certificates issued under the Registration of Births and Deaths Act, 1969(18 of 1969) h. Service Photo Identity Card issued by State Government or Central Government, Public Sector Undertakings, local bodies or Public Limited Companies i. Pension Documents such as ex-servicemen's Pension Book or Pension Payment order issued to retired Government employees, ex-servicemen's Widow or Dependent Certificates, Old Age Pension Order j. Scheduled Caste or Scheduled Tribe or Other Backward Class Certificate k. Arms Licenses issued under the Arms Act, 1959(54 of 1959); l. Ration Card m. Last passport issued (in case of re-issue only) **NOTE 2:** If an applicant below the age of 18 years applies for a passport and desires to obtain a passport on out of turn basis submit Aadhaar Card/letter/e-Aadhaar containing the 12 digit Aadhaar number/28-digit Aadhaar Enrolment ID printed on Aadhaar Enrolment slip issued by the Unique Identification Authority of India (UIDAI), and any one of the documents listed below a. Aadhaar Card/e-Aadhar containing the 12 digit Aadhaar number issued by the Unique Identification Authority of India(UIDAI) b. Permanent Account Number (PAN Card) c. Student Photo Identity Cards issued by Government Recognized Educational Institutions d. Birth Certificates issued under the Registration of Births and Deaths Act, 1969(18 of 1969) e. Ration Card f. Last passport issued (in case of re-issue only)

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