



16-0002752362

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

Applicant Details: Application Reference No. (ARN) 16-0002752362 Service Type FRESH Type of Application TATKAAL Given Name PRANITA Surname PATAR Gender FEMALE Father's Name DURGA RAM PATAR Mother's Name RENU PATAR Date of Birth 22/12/1988 Place of Birth GUWAHATI, KAMRUP (METROPOLITAN), ASSAM Marital Status SINGLE Employment Type NOT EMPLOYED Application Submitted Date 02/03/2016 Present Residential Address HN 87, PATARKUCHI, BASISTHA CHARIALI, BELTOLA, GUWAHATI, KAMRUP (METROPOLITAN), 781029, ASSAM, INDIA Applicants References Details: First Reference NITISH DOLAKASHARIA, HN14, SAURAV NAGAR, BELTOLA, GUWAHATI - 28, 9706125041 Second Reference MALLIKA PATAR, HN 87, PATARKUCHI, BASISTHA CHARIALI, GUWAHATI - 29, 9706143292	Payment Details# Total Fee 3500.00 (Rs.) Paid Fee (Rs.) 1500.00 Date and Time 02/03/2016 03:00 PM Transaction Id IG0BOWONT7 Appointment Details: Passport Seva GUWAHATI, Kendra PASSPORT SEVA KENDRA, GROUND AND FIRST FLOOR, SHUBHAM VELOCITY, HANUBORO PATH, WALFORD, GUWAHATI 781005 (ASSAM) Appointment Id 100008050049316 Appointment Date and Time 03/03/2016 & 12:15 PM Reporting Date and Time 03/03/2016 & 12:00 PM Appointment Quota TATKAAL <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> Batch 12 Sequence No. 2 </div> <div style="text-align: center;"> 100008050049316 </div> </div>
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Please Read Carefully:

- Please reach Passport Seva Kendra (PSK) at **12:00 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 'NOT EMPLOYED', 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
Ordinary Case (Citizen of India by birth)	(i) 1, 2, 3 (if the applicant is eligible for Non ECR), 19 (ii) 18 or 21
Citizen of India by Descent (Born to Indian parent(s) outside India)	Cannot apply under Tatkaal Scheme
Citizen of India by Registration/ Naturalization (Granted citizenship by MHA)	Cannot apply under Tatkaal Scheme
Applicants repatriated from abroad at Government cost	Cannot apply under Tatkaal Scheme
Applicants deported to India/ Emergency Certificate cases	Cannot apply under Tatkaal Scheme
Government/ Public Sector/ Statutory body employees	(i) 1, 2 (ii) 15 (if No Police Verification is required) or 14 (if Post Police Verification is required) or 23 (if Pre Police Verification is required).
Dependent family members of Government/ Public Sector/ Statutory body employees (For J&K children in age group 10-15 years are covered. For rest of India children in age group 18-21 are covered)	(i) 1, 2, 3 (if the applicant is eligible for Non ECR), 19 (ii) 15 (of dependent) or 18 or 21
Retired government officials	(i) 1, 2, 19 (ii) 5 or 18 or 21
Applicants having Diplomatic/ Official Passport and applying for ordinary Passport while in service	(i) 1, 2, 6 (7 if surrender certificate is not available), 19 (ii) 15 or 14 or 23 if applicant is Government/Public Sector/Statutory body employee (iii) 18 or 21 if applicant is not a Government/Public Sector/Statutory body employee Note: In case the applicant submits "7", "2" is not required
Dependent family members of Diplomatic/ Official Passport holders who are not government servants (For J&K Children in age group 10-15 years are covered)	(i) 1, 2, 3 (if the applicant is eligible for Non ECR), 22, 19 (ii) 18 or 21
Owner, partners and directors of Companies which are members of CII, FICCI & ASSOCHAM.	(i) 1, 2, 19 (ii) 20 or 21
Minor change in name	(i) 1 (in new name), 2 (in old name), 3 (if the applicant is eligible for Non ECR - Documents in old name are allowed), 17, 19 (ii) 18 or 21
Major change in name	Cannot apply under Tatkaal Scheme
Change/ Addition in surname due to marriage	(i) 1, 2, 3 (if the applicant is eligible for Non ECR), 19 (ii) 8 or 16 (iii) 18 or 21
Change in name in case of Government/ Public Sector/ Statutory body employees	(i) 1, 2, 9, 10, 17, 19 (ii) 18 or 21
Nagaland Residents	Cannot apply under Tatkaal Scheme
Naga origins residing outside Nagaland	Cannot apply under Tatkaal Scheme
Jammu and Kashmir Residents	Cannot apply under Tatkaal Scheme Note: Mandatory Pre Police Verification required
Jammu and Kashmir Residents staying outside J&K for more than five years	(i) 1, 2, 3 (if the applicant is eligible for Non ECR), 19 (ii) 18 or 21 (iii) Proof of registration / Migration certificate
Students staying away from their parent's current residence	(i) 1, 2, 3 (if the applicant is eligible for Non ECR), 11, 12, 19 (iii) 18 or 21
Senior Citizens (For J&K: Men - 65+ years, Women - 60+ years; For rest of India 65+ years)	(i) 1, 2, 3 (if the applicant is eligible for Non ECR), 19 (ii) 13 or 18 or 21

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 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. 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.
2.	<p>Proof of Date of Birth. For Proof of Date of Birth attach one of the following documents:</p> <ol style="list-style-type: none"> Birth certificate issued by a Municipal Authority or any office authorized to issue Birth and Death Certificate by the Registrar of Births & Deaths 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 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>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.	Proof of surrender or cancellation of Diplomatic/official Passport
7.	Cancelled Passport (if surrender certificate is not available), with a letter explaining why surrender certificate is not available
8.	An attested copy of marriage certificate issued by Registrar of Marriage
9.	Gazette Notification changing name in applicant's department
10.	Fresh ID Certificate in changed name
11.	Student Identity Card issued by Government Recognized Educational Institutions, in respect of full time courses
12.	Bonafide Letter from authorized signatory of college (On official letter head of UGC recognized College)
13.	Copy of child's (Age>18) Passport , who is staying abroad (with page having parent's name)
14.	No Objection Certificate (NOC) (as per Annexure 'M')
15.	"Identity Certificate" in original as per Annexure "B"
16.	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.
17.	Deed poll/sworn affidavit as per Annexure "E"
18.	Verification Certificate as per the specimen as per Annexure "F"
19.	Standard Affidavit as per Annexure "I"
20.	Verification Certificate as per Annexure "J"
21.	<p>3 out of 16 documents listed are as under:</p> <ol style="list-style-type: none"> Electors Photo Identity Card (EPIC) Service Photo Identity Card issued by State/Central Government, Public Sector Undertakings, local bodies or Public Limited Companies SC/ST/ OBC Certificates Freedom Fighter Identity Cards Arms Licenses Property Documents such as Pattas, Registered Deeds etc. Rations Cards 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 Railway Identity Cards Income Tax Identity (PAN) Cards Bank/ Kisan/ Post Office Passbooks Student Photo Identity Cards issued by Government Recognized Educational Institutions in respect of full time courses Driving Licenses (valid and within the jurisdiction of State of submission of application) Birth Certificates issued under the RBD Act Gas Connection Bill (of one year before and current bill) Aadhaar Letter/Card <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>
22.	Photocopy of Diplomatic/ Official Passport
23.	Prior Intimation Letter (PI) (as per Annexure 'N')

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