

THE PASSPORT RULES, 1980

THE PASSPORT RULES, 1980

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THE PASSPORT RULES, 1980

G.S.R. 691(E), dated 11th December,1980.<sup>1</sup> - In exercise of the powers conferred by Sec. 24 of the Passports Act, 1967 (15 of 1967), the Central Government hereby makes the following rules, namely:

- 1. **Published in the Gazette of India, Extraordinary, Pt.II, Sec.3 (i), dated 11<sup>th</sup> December, 1980**

- 1. **Short title and commencement-**

- (1) These rules may be called the Passport Rules, 1980.
- (2) They shall come into force from the date of their publication in the Official Gazette.

- 2. **Definitions-** In these rules, unless the context otherwise requires, -

- (a) "Act" means the Passports Act, 1967;

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- (b) "Form" means a form set out in Sch. III;
- (c) "Miscellaneous service" in relation to a passport or travel document, includes-
- (i) Varying the entries in a passport or travel document;
- (ii) Making additional endorsement on a passport or travel document in respect of foreign countries;
- (iii) Adding a supplementary passport or travel document booklet, when all the pages in an existing passport booklet have been almost used up; or
- (iv) Any other service in respect of a passport or travel document, which the holder thereof may require;
- (d) "Schedule " means a schedule appended to these rules;
- (e) "Section " means a section of the Act.

3. Passport authorities. -

- (1) In addition to the Central Government the officers specified in Col. (2) of Sch. I shall, subject to the provisions of sub-rule (2), be the passport authorities for all purposes of the Act and these rules.
- (2) An officer referred to in Col. (2) of Sch. I shall, for the purpose of issue of a passport or travel document, exercise jurisdiction in respect of applications for such issue made by persons ordinarily residing in the territories specified in corresponding entries in Col. 3 of the said Schedule:

Provided that in exceptional and urgent cases the said officer may entertain an application for the issue of a passport or travel document from a person ordinarily residing in any other territory in India and may issue a passport or travel document to such person for a period not exceeding twelve months and transfer the application to the passport authority having jurisdiction in the territory wherein such person ordinarily resides:

Provided further that no such transfer of an application for passport under the preceding proviso shall be made if the applicant has migrated from the territory where he was originally resident with the intention of settling down in the territory within the jurisdiction of the passport authority which issued the passport under proviso.

4. Classes of persons to whom the different classes of passports and travel documents may be issued.-The classes of persons to whom the classes of pass or travel documents referred to respectively in sub-section (1) and sub-n (2) of Sec. 4 may be issued, shall -be as specified respectively in Part I or Part II, as the case may be, of Sch. II.

5. Form of applications. -

<sup>1</sup>(1) An application for issue of a passport or travel document or for the renewal or for any miscellaneous service shall be made in the appropriate form set out therefor in Part I of Sch. III and in accordance with the procedure and instructions set out in such form:

<sup>2</sup>Provided that every application for any of the aforesaid purpose shall be made only in the form printed and supplied by-

- (a) The Central Government; or

<sup>3</sup>(b) Any other person whom the Central Government may by notification specify, subject to the condition that such person complies with the conditions specified by that Government in this behalf.]

<sup>3</sup>(2) The price of the new application forms referred to sub-section (1) shall be specified in column 3 or 4 as the case may be, of Sch. III-A for that particular category:

Provided however that such application of forms shall be supplied free of cost of their customer or others, in such form, are printed and supplied by <sup>4</sup>\* \* \*] a person referred to in <sup>5</sup>(CL. (b)) of the first proviso to sub-rule (1).

1. Renumbered vide G.S.R. 100 (E) dated. 4th March, 1991.
2. Subs. by G.S.R. 100 (E) dated 4th March, 1991.
3. Ins. by ibid.
4. Omitted by G.S.R. 721 (E) dated 7th August, 1992.
5. Subs. by ibid.

GOVERNMENT OF INDIA REGIONAL PASSPORT OFFICE  
ACKNOWLEDGMENT\* \*

Received your application form along with..... fee and other documents mentioned below. Your reference is No..... dated..... Please brine this card or quote this reference for inquiries, which should be made only after 40 years.

Signature  
For Regional Passport Office

Details of document/received

1. Postal Orders/Bank Drafts/Special Passport stamp  
Amount                      Number                      Date.....
2. No. of photographs 0
3. Old passport, if issued.

\*For official use.

\*\*Only for application received by post or through TAs.

O.I.G.S.

To,  
Sh/Smt/Kum.....  
House No & Street.....  
V.P.O.....  
Town & State.....  
Pin Code.....

Provided further that in the course of any inquiry under sub-section (2) of Sec. 5, a passport authority may require an applicant to furnish such additional information, documents or certificates, as may be considered necessary by such authority for the proper disposal of the application.

6. <sup>1</sup>[\* \* \*]

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1. Rule 6 omitted by the Passports (Second Amendment) Rules, 1985, vide C.S.R. 860 (E), dated 1st November, 1985 (w.e.f. 1st November, 1985).

7. Named foreign country. -Each of the following countries shall be a named foreign country for the purposes of the explanation to sub-section (1) of Sec. 5, namely

(i) Bangladesh; and

(ii) Sri Lanka.

8. Fee payable on applications. -The fee payable of every application mentioned in Col. (2) of Sch. IV shall be at the rates specified in the corresponding entry in <sup>1</sup>[Col. (3) or Col. (4), as the case may be], of the Schedule.

1. Subs. by ibid. for the words, brackets and figures “Col. (3), (4) or (5) as the case may be”.

9. Collection of fees. -All fees Payable in respect of such applications be remitted by <sup>1</sup>[crossed postal order drawn in favour Of the passport authority] or paid in cash at the counter of the passport authority concerned or by way of passport fee postal stamp, stating in the coupon or receipt the particulars in respect of which such fees -have been remitted or paid.

1. Subs. by G.S.R. 345 (E), dated 29th March, 1985, for words “money order to” (w.e.f. 4th April, 1985).

10. Refund of fees. -Fees shall be refunded if applied for within one year from the date of payment thereof in the following cases:

(i) If after-paying the fee, a person does not submit the application for issue of passport or travel document or for any service on a passport or travel document already held by him as the case may be;

(ii) If the fee paid is in excess of the prescribed fee; and

(iii) If the fee paid is for a service for which no fee has been prescribed.

11. Forms of pass ort or travel documents. -A passport or travel document issued under the Act shall be in the appropriate form set out in Part III of Sch. III.

<sup>1</sup>[Provided that with effect from the date of the commencement<sup>2</sup> of the Passport (2nd Amendment) Rules, 1990, the form of ordinary passport shall be as specified in Form P-3A of Pt. III of Sch. III.]

<sup>3</sup>[Provided that with effect from the date of the commencement of the Passport (2nd Amendment) Rules, 1992, the forms of diplomatic, official of India, and Sri Lanka passport shall be as specified in Form P-1A, Form P-2A and Form P-7A, respectively, of Part III, the following form shall be inserted, namely:

(ii) In Sch. III, in Part III, the following forms shall be inserted, namely:

(a) After Form P-1, “Form P- 1A”

(b) After Form P-2, “Form P-2A”

(c) After Form P-7, “Form P-7A”

3. It is clarified that Passports issued in the existing format, i.e. P-1, P-2 and P-7, upto the date of enforcement of this notification as mentioned above in rule (2), shall remain valid till the period of validity indicated on each such passport by the concerned Passport Issuing Authority.]

1. Ins. by Passport (2nd Amendment) Rules, 1990, vide G.S.R. 653 (E), dated 2nd July, 1990 (w.e.f. 16th August 1990.
2. 16<sup>th</sup> August, 1990.
3. Ins. by G.S.R. 684 (E), dated 15<sup>th</sup> June, 1992.

12. Duration of passports or travel documents. -

<sup>1</sup>[(1) An ordinary passport shall continue in force for a period of ten years from the date of its issue.]

(2) An India-Bangladesh passport shall continue in force for a period of four years from the date of its-issue.

(3) An India-Sri Lanka passport shall continue in force for a period of four years from the date of its issue. ‘

(4) An emergency certificate shall continue in force for a period of six months from the date of its issue.

(5) A certificate of identity shall continue in force for a period of two years from the date of its issue.

(6) A diplomatic and an official passport shall continue in force for a period to be decided in each case by the Central Government or the passport authority which issues the passport:

Provided that the total life of a diplomatic or an official passport shall be ten years from the date of its issue.

1. Subs. by the passport (1st Amendment) Rules, 1990, videG.S.R. 622(E), dated 27<sup>th</sup> June, 1990 (w.e.f. 16th August, 1990).

13. Issue of additional passport or travel document in special circumstances. -A person holding a passport or travel document shall not be entitled to another passport or travel document unless he surrenders to the passport authority the passport or travel document already held by him -

Provided that separate passports or travel-documents may issued to the same person in respect of different countries if it is necessary so to do for facilitation his visits to such countries.

14. Appellate authorities. -For the purpose of the Act and these rules, the appellate authority to whom an appeal shall lie from an order specified in Col. (1) of the table below shall be that specified in the corresponding entry of Col. (2) thereof and every such appeal shall be filed within thirty days from the date on which the order sought to be appealed against is communicated to the appellant :

TABLE

Orders appealed against	Appellate Authority
1. An order of the passport authority, other than the Central Government, under-	The Chief Passport Officer, Ministry of External Affairs, New Delhi.
(i) Cl. (b) or Cl. (c) of sub- section (2) of Sec. 5;	
or	

- (ii)

CL. (b) of the proviso to Sec. 7; or
- (iii)

sub-section (1) or sub-section (3) of Sec. 10;
2.

An order under sub-section (6) of Sec. 10 of the authority to whom the passport authority is subordinate.

Additional Secretary or Secretary, Ministry of External Affairs, New Delhi.

15.

Fee payable in respect of appeal.

-Every petition for appeal shall be accompanied<sup>1</sup> be a fee of twenty-five rupees which shall be paid in cash at the treasury and a copy of the receipted challan shall be enclosed with such petition.
16.

Procedure to be followed appeal, the appellate authority.

-On receipt of an appeal the appellate authority may be call for the record of the case from the authority, which passed the order, a reasonable opportunity of representing his case, pass final order.
17.

Authority and form for special endorsement under Sec. 19.-

(1)

The authority for the purposes of Sec. 19 shall be the passport authority.

(2)

Ever special endorsement referred to in Sec. 19 shall be in the following form namely:
- “FORM
- This passport is hereby made valid under Sec. 19 of the Passports Act, 1967 (15 o 19, for travel through, or visiting ----- for a maximum period of ----- days months from the date of this Endorsement.”
18.

Inspection of passport or travel document.

-The authorities for the purpose of Cl. (c) of sub-section (1) of Sec. 12 shall be-

(i)

Any passport authority;

(ii)

Any officer of police not below the rank of a sub-inspector; and

(iii)

Any officer of customs empowered by general or special order of Central Government in this behalf.

19.

The condition of a passport or travel document.

-The conditions subject to which a passport or travel document shall be issued or renewed shall be as set out in Sch. V.’

20.

Repeal .-

The Passports Rules, 1967, is hereby repealed
- Provided that such repeal shall not affect previous operation of the said rules or anything duly done or suffered, or an right, privilege, obligation or liability acquired, accepted or incurred or incurred thereunder.
- SCHEDULE I.  
(See rule 3)
- | Sl. No. | Passport authorities  | Jurisdiction  |
|---------|---|---|
| 1       | 2   | 3   |
| 1[1.    | (a) Regional Passport Officer, Ahmedabad (Regional Passport of fice, Ahmedabad).      | The State of Gujarat and the Union Territory of Diu |
|         | (b) Assistant Passport Officer, Ahmedabad (Regional Passport Office, Ahmedabad).      | Ditto.  |
|         | (c) Public Relations Officer, Ahmedabad Ditto (Regional Passport Office, Ahmedabad.). |   |
|         | (d) Superintendent, Ahmedabad (Regional Passport Office, Ahmedabad).                  | Ditto.]   |
| 1[2.    | (a) Regional Passport Officer, Calcutta (Regional Passport Office Calcutta).          | The State of West Bengal, Tripura and Sikkim.       |
|         | (b) Assistant Passport Officer Calcutta (Regional Passport Office, Calcutta).         | Ditto.  |
|         | (c) Public Relations Officer, Calcutta (Regional Passport Office Calcutta)            | Ditto   |
|         | (d) Superintendent, Calcutta (Regional Passport Office, Calcutta).                    | Ditto.]   |
| 2[3.    | (a) Passport Officer, Delhi (Passport The Office, New Delhi).                         | Union Territory of Delhi.                           |
|         | (b) Assistant Passport Officer, Delhi (Passport Office, New Delhi).                   | Ditto   |
|         | (c) Public Relations Officer, Delhi Pass-port Office, New Delhi).                     | Ditto.  |
|         | (d) Superintendent, Delhi (Passport office, New Delhi).                               | Ditto.]   |
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3[4.	(a) Regional Passport Officer, Chandigarh (Regional Passport Office, Chandigarh).	The States of Punjab, Haryana, Himachal Pradesh and the Union Territory of Chandigarh.
	(b) Assistant Passport Officer, Chandigarh (Regional Passport Office, Chandigarh).	Ditto.
	(c) Public Relations Officer, Chandigarh, (Regional Passport Office, Chandigarh).	Ditto.
	(d) Superintendent, Chandigarh (Regional Passport Office, Chandigarh).	Ditto.
	(e) Assistant Passport officer Jalandhar (Regional Passport Office, Chandigarh).	The Districts of Jalandhar, Kapurthala, Hoshiarpur, Amritsar and Gurdaspur in the State of Punjab
	(f) Public Relations Office, Jalandhar (Regional Passport Office, Chandigarh)	Ditto.
4[5.	(G) Superintendent, Jalandhar (Regional Passport Office, Chandigarh).	Ditto.]
	(a) Regional Passport Officer, Madras (Regional Passport Office, Madras).	The State of Tamil Nadu and Union Territory of Pondicherry (excluding the district of Mahe).
	(b) Assistant Passport Officer, Madras (Regional Passport Office, Madras).	Ditto.
	(c) Public Relations Officer, Madras, (Regional Passport Office, Madras).	Ditto.
	(d) Superintendent, Madras' (Regional Passport Office, Madras).	Ditto.
5[6.	(i) (a) Regional Passport Officer, Cochin (Regional Passport Office, Cochin)	The Districts of Emakulam Alleppey, Kottayam, Trichur, Idukki, Palghat and U.T.I. Lakshdweep.
	(b) Assistant Passport Officer (Regional Passport Office, Cochin)	-do-
	(c) Public Relations Officer (Regional Passport office, Cochin)	-do-
	(d) Superintendent, (Regional Passport Office, Cochin)	-do-
	(ii) (a) The Passport Officer, Kozhikode (Passport Office, Kozhikode)	The Districts of Cannanore, Kozhikode, Malapuram in the State of Kerala and the district of Mahe in the U.T.T. Pondicherry.
	(b) The Public Relations Officer (Passport Office, Kozhikode)	-do-
	(c) Superintendent (Passport Office, Kozhikode)	-do-
	(iii) (a) The Passport Officer (Passport Office, Trivandrum)	The Districts of Trivandrum, Quilon, Pathanamthitta.
	(b) Assistant Passport Officer, (Passport Office, Trivandrum)	-do-
	(c) Public Relations Officer, (Passport Office, Trivandrum)	-do-
	(d) Superintendent (Passport Office, Trivandrum)	-do-
	(A) (a) Regional Passport Officer, Bombay.	The State of Maharashtra (excluding the Districts of Akola, 'Amraoti, Bhandra, Chandrapur, Gadchiroli, Osmanabad, Jalna, Latur, Buldhana, Nanded, Parbhani, Wardha and Yeotmal) and the union Territory of Daman and Dadra and Nagar Haveli.

	(b) Assistant Passport Officer, Bombay. (Regional Passport Office, Bombay).	-do-
	(c) Public Relations Officer, Bombay. (Regional Passport Office, Bombay).	-do-
	(d) Superintendent, Bombay (Regional Passport Office, Bombay).	-do-
7.	(B) (a) Passport Officer, Nagpur (Passport Office, Nagpur)	The districts of Akola, Amraoti, Bhandara, Chandrapur, Gadchiroli, Osmanabad, Jalna, Latur, Buldhana, Nagpur Nanded, Parbhani, Wardha and Yeotmal mal in State of Maharashtra
	(b) Assistant Passport Officer, Nagpur. (Passport Office, Na pur)	-do-
	(c) Public Relations Officer, Nagpur. (Passport Officer, Nagpur)	-do-
	(d) Superintendent Nagpur (Passport Office, Nagpur)	-do-
7	(i) (a) Passport Officer, Lucknow (passport, Lucknow	The State of Uttar Pradesh. (excluding the districts of Pilibhit, Shajahanpur, Mainpuri, Agra, Mathura,' Aligarh, Etah, 'Bulandshar, Badaun, Bareilly, Rampur, Meerut,, Ghaziabad, Moradabad, Nainital,' Bijnor, Muzaffamagar, Saharanpur, Garhwal, Almora, Pithoragarh, Chamoli, Tehri Garhwal, Dehradun and Uttar Kashi.
	(b) Assistant Passport Officer, Lucknow (Passport Office, Lucknow).	Ditto
	(c) Public Relations Officer, Lucknow (Passport Office, Lucknow).	Ditto
	(d) Superintendent, Lucknow (Passport Office, Lucknow).	Ditto
8.	(i) (a) Passport Officer, Bareilly). (Passport Office, Bareilly).	The Districts of Pilibhit, Shajahanpur, Agra, Mathura, Aligarh, Mainpuri, Etah, Bulandshahr, Badaun, Bareilly, Rampur, Meerut, Ghaziabad, Moradabad, Nainital, Bijnor, Muzaffamagar, Saharanpur, Garhwal, Almora, Pithoragarh, Chamoli, Tehri Garhwal, Dehradun and Uttar Kashi in the State of U.P.
	(b) Public Relations Officer, Bareilly (Passport Office, Bareilly).	Ditto
	(c) Superintendent, Bareilly (Passport Office, Bareilly).	Ditto]
9.	(a) Passport Officer, Hyderabad (Passport Office, Hyderabad).	The State of Andhra Pradesh.
	(b) Assistant Passport Officer Hyderabad (Passport Officer, Haderabad).	Ditto
	(c) Public Relations Officer, Hyderabad (Passport Office, Hyderabad).	Ditto
	(d) Superintendent, Hyderabad (Passport Office, Hyderabad).	The State of Andhra Pradesh.
10.	(a) Passport Officer, Bangalore (Passport Office, Bangalore).	The State of Karnataka.
	(b) Assistant Passport Officer, Bangalore (Passport Office, Bangalore).	Ditto.

	(c) Public Relations Officer, Bangalore (Passport Office, Bangalore).	
	(d) Superintendent, Bangalore (Passport Office, Bangalore).	Ditto.
11.	(a) Passport Office, Jaipur (Passport Office, Jaipur).	The State of Rajasthan.
	(b) Assistant Officer Jaipur (Passport Office, Jaipur).	Ditto.
	(c) Public Relations Officer, Jaipur Passport Office, Jaipur).	Ditto.
	(d) Superintendent, Jaipur (Passport Office, Jaipur)	Ditto.
12.	(a) Passport Officer, Bhopal (Passport Office, Bhopal).	Ditto.
	(b) Public Relations Officer, Bhopal, (Passport Office, Bhopal).	Ditto.
	(c) Superintendent, Bhopal, (Passport Office, Bhopal).	Ditto.
13.	(a) Passport Officer, Bhubaneswar (Passport Office, Bhubaneswar).	The State of Orissa.
	(b) Assistant Passport Officer, Bhubaneswar (Passport Office, Bhubaneswar).	Ditto.
	(c) Public Relations Officer, Bhubaneswar (Passport Office, Bhubaneswar).	Ditto.
	(d) Superintendent, Bhubaneswar (Passport Office, Bhubaneswar).	Ditto.
14.	(a) Passport Officer, Patna (Passport Office, Patna).	The State of Bihar.
	(b) Assistant Passport Officer, Patna (Passport Office, Patna).	Ditto.
	(c) Public Relations Officer, Patna (Passport Office, Patna).	Ditto.
	(d) Superintendent, Patna (Passport Office, Patna).	Ditto.
15.	(a) Regional Passport Officer, Gauhati, (Regional Passport Officer, Gauhati).	The States of Assam, Arunachal Pradesh Manipur, Mizoram Meghalaya and Nagaland
	(b) Assistant Passport Officer, Gauhati (Regional Passport Office, Gauhati).	Ditto.
	(c) Public Relations Officer, Gauhati (Regional Passport Office, Gauhati).	Ditto.
	(d) Superintendent, Gauhati (Regional Passport Office, Gauhati).	The States of [Arunachal Pradesh, Assam, Manipur, Meghalaya and Nagaland]. -
16.	(a) Passport Officer, Srinagar (Passport Office, Srinagar)	The State of Jammu and Kashmir.
	(b) Assistant passport Officer, Srinagar (Passport Office Srinagar).	Ditto.
	(c) Public Relation Officer, Srinagar (Passport Office Srinagar).	Ditto.
	(d) Superintendent, Srinagar (Passport Office, Srinagar).	Ditto.
17.	(a) Passport Officer, Panaji (Passport Office, Panaji).	The State of Goa.
	(b) Assistant Passport Officer, Panaji.	Ditto.
	(c) Public Relations Officer, Panaji, (Passport Office Panaji).	Ditto.
	(d) Superintendent, Panaji, (Passport Office Panaji).	Ditto.]

10[18.	(a) Chief Secretary, Andaman Nicobar Administration, Port Blair.	Union Territory of Andaman and Nicobar Islands'
	(b) Secretary (Passport), Andaman and Nicobar Administration, Port Blair,	Ditto.
	(c) Deputy Commissioner, Andaman District, Port Blair.	Ditto.
	(d) Deputy Commissioner, Andaman District, Port Blair.	Ditto.
	11(c) Assistant Secretary (Passports) Andaman and Nicobar Administration, Port Blair.	Ditto.
19.	Consular Office or Consular Agents in the Indian Mission or Posts outside India.	The area within the Consular jurisdiction of the Indian Mission or Posts concerned.
10[20.	(a) Director, Passport and Visa Division, Ministry or External Affairs, New Delhi.	Whole of India in respect of diplomatic and official passport.
	(b) Deputy Secretary, Passport and Visa Division Ministry of External Affairs New Delhi.	Ditto.
	(c) Under Secretary, Passport and Visa Division, Ministry of External Affairs, New Delhi.	Ditto.
	(d)Section Officer, Passport and Visa Division, Ministry of External Affairs, New Delhi.	Whole of Indian respect of diplomatic and official, passport.]
12[21.	Any other official as may be designated by the Central Government from time to time	Area to be specified by the Central Government from time to time].

1. Subs. by the passports (Second Amendment) Rules, 1988, vide G.S.R. 1155(E), dated 21<sup>st</sup> November, 1988 (w.e.f. 8th December, 1988), for Sl. No. 5 as amended by G.S.R. 325 (E), dated 12th April, 1983.
2. Ibid.
3. Subs. by the Passports (Amendment) Rules, 1987, vide G.S.R. 875 (E), dated 13th October, 1987 (w.e.f. 11<sup>th</sup> October 1987)
4. Subs. by the Passport (Second Amendment) Rules, 1988, vide G.S.R. 1155(E), dated 21st November, 1988 (w.e.f. 8th December, 1988), for Sl. No. 5as amended by G.S.R. 325 (E), dated 12th April, 1983.
5. Subs. by G.S.R. III (E) dated 22nd January, 1992 (w.e.f. 19th February, 1992).
6. Subs. by G.S.R. 586 (E) dated 21st June, 1991.
7. Subs. by G.S.R. 494 (E), dated 16<sup>th</sup> June, 1983, published in the Gazette of India, Extraordinary, Pt. II, Sec. 3, (i), dated 17th June, 1983.
8. Ibid
9. Subs. by the Passport (Second Amendment) Rules, 1988, vide G.S. R. 1155 (E), dated 21<sup>st</sup> November, 1988, w.e.f. 8<sup>th</sup> December, 1988, for Sl. No. 15 Amendment by G.S.R. 325 (E), dated 12<sup>th</sup> August 1983
10. Subs. By the Passport (Amendment) Rules, 1988, vide G.S.R .84 (E), dated 11<sup>th</sup> February, 1988 (w.e.f. 11<sup>th</sup> February, 1988. (w.e.f. 11<sup>th</sup> February, 1988.
11. Subs. By G.S.R. 275 (E) dated 20<sup>th</sup> March 1991.
12. Added by G.S.R. 485 (E), dated 1<sup>st</sup> July, 1993.

SCHEDULE II

(See rule 4)

PART I

Passports

Classes of Passport 1	Classes of persons to whom issuable 2
1. Ordinary Passport	Citizens of India.
2. India-Bangladesh Passports	Citizens of India.
3. India-Sri Lanka Passports	Ditto.
4. India-Sri Lanka Passport (for Repatriates-1964 and 1974 Agreements)	Persons who have been granted Indian citizenship under the India- Sri Lanka Repatriation Agreement of 1964 and 1974
5. Official Passports.	(i) Government officials and non-officials when their passages are paid by the Government and members of their families, when such members of their families also proceed out of India at the expense of Government.  (ii) Official of Reserve Bank of India, the State Bank of India, nationalized banks, corporations, undertakings and other institutions owned or controlled by the State and officials of autonomous bodies set up by the State, proceeding out of India on the official work of their respective organizations; and the members of their families when such members also proceed out of India at the expense of such organizations.  (iii) Permanent Government Officials on deputation to foreign Governments, the United Nations Organisations and its specialized agencies and other inter-Government organizations/agencies recognized by the Government of India, and the members of their families, provided such deputation is arranged through the Government of India.



	<p>(iv) Government Officials sponsored by the Ministries in the Government of India and their departments, for attending international conference, seminars and meetings or for under-going training either independently or under any of the scholarship schemes for the time being in force, provided the deputation out of India is treated as duty and the Government official is allowed to draw his duty pay and allowances in India and the members of the family of such official departed out of India for a period not less than twelve months, when travelling with or joining such official at his post abroad.</p> <p>(v) Fully dependent mother / father/ mother-in-law / brother / sister of an officer belonging to Indian Foreign Service (Branch B) and fully dependent mother-in-law / brother / sister of an officer belonging to Indian Foreign Service (Branch A), when proceeding out of India, with the permission of the Government, to re-side with the officer at the place of his posting abroad.</p> <p>(vi) Any other person who, in the opinion of the Government of India should have an official passport because of the nature of his foreign mission.</p> <p><b>Note.</b> - The following persons shall not be entitled to the issue of official passports, namely:</p> <p>(a) Persons sponsored by a Government department for attending international conference, seminars and meetings or for studies or training outside India either independently or under any of the scholarship schemes for the time being in force when such persons go on study leave or leave of any other kind.</p> <p>(b) Persons proceeding outside India at their own expense on commercial or other purposes although a department of the Government certifies that such purpose would be in Government interest.</p> <p>(1) (a) Officers of the Indian Foreign Service (Branch A) when proceeding out of India on official business.</p> <p>(b) Such officers of the Indian Foreign Service (Branch B) and the other officers of the Ministry of External Affairs or other Ministries or Department of the Government of India who are proceeding abroad on official business or are posted to Indian Mission or Posts abroad, as may be determined by the Foreign Service Board in the Ministry of External Affairs.</p> <p><sup>1</sup>[(c) Wife or official hostess or husband, as the case may be, dependent son, dependent unmarried, separated, divorced or widowed daughter, dependent parents of an officer referred to in (a) and (b) above when travelling with or joining such officer at his post abroad, on condition of dependent status being recognised by the Ministry.]</p> <p><b>Note</b>-Any member of the family referred to in (c) above of an officer who is actually holding diplomatic assignment abroad may also be issued a diplomatic passport for staying in a country other than the country of accreditation of the officer for study or other purposes approved by the Central Government a diplomatic passport issued in such a case shall, however, be surrendered when the diplomatic assignment of the officer is terminated or when the officer is posted back to headquarters.</p> <p>(ii)(a) A person having or having been granted a diplomatic status either because of the nature of his foreign mission or because of the position he holds, as may be determined by the Central Government.</p> <p>(b) Wife or husband, as the case may be, of a person referred to in (a) above when accompanying the said person.</p> <p><b>PART II</b></p> <p><b>Travel Documents</b></p> <p><b>Classes of travel documents</b></p> <p>1. Emergency Certificate</p> <p><b>Classes of persons to whom issuable</b></p> <p>(i) Citizens of India abroad who have been refused passport, or whose passports have been impounded or revoked, or who have to be repatriated to India.</p> <p>(ii) Persons who have produced prima facie evidence of Indian citizenship but the evidence is considered insufficient to justify the issue of a passport without further verification.</p> <p>(iii) Citizens of India abroad whose passport have been lost, stolen or damaged, and to whom new passports cannot be issued without verification of their passport particulars by reference to the official of issue.</p> <p>(iv) Persons of Indian origin abroad when allowed to come to India for settling down here.</p> <p>2. Certificate of Identity</p> <p>(i) Stateless persons residing in India, foreigners, whose country is not represented in India, or whose national status is in doubt.</p> <p>(ii) Persons exempted under Sec.22 from the operation of the provisions of Cl.(a) of sub-section (2) of Sec.6.</p> <p><b>SCHEDULE III</b></p> <p><b>(See rules 5,6 and 11)</b></p> <p><b>PART I</b></p> <p><sup>1</sup>[FORM, EA (P)-1 FOR INDIA</p> <p><b>INDEX CARD</b></p>
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To be filled by applicant in BLOCK LETTERS

THE PASSPORT RULES, 1980

1. Subs. by G.S.R. 100 (E), dated 4th March, 1991 (w.e.f. 4th March, 1991)

- 1. Full Name (Mr./Mrs./Miss.):
- 2. Father's Name in full:
- 3. Mother's name in full:
- 4. Spouse's (husband /wife) name in full:
- 5. Permanent Address:
- 6. Visible distinguishing marks:
- 7. Place of birth:
- 8. Date of birth:
- 9. Profession:
- 10. Previous passport No.:
- 11. Date of Issue:
- 12. Specimen signature:

For Official Use Only

Ref /File No.

- 1. Passport No.:
- 2. Date of issue:
- 3. Place of issue:
- 4. Observation /Remarks
- P.A.C.:
- T.O.R.

F.T.S.

- 5. Subsequent services:

Please Staple one Photograph  
of 35mm-45mm

GOVERNMENT OF INDIA  
MINISTRY OF EXTERNAL AFFAIRS

PASSPORT APPLICATION FORM (FOR USE  
IN INDIA)

(For the issue of an ordinary/international)  
Passport Fresh /After 10 years (final), India  
Srilanka  
(Passport/India Bangladesh Passport and /for  
duplicate in lieu of lost /damaged passport)  
(Please delete inapplicable

Name and designation of  
Attesting Officer

Tele No.....

Serial No.

Payment of fee (to be filled by applicant

Amount Paid Rs. by (Mode of payment)

Please state the mode of submission of application (A) and Delivery (D).

(i) Personally (ii) By Post (iii) Through Rec. Travel Agent (iv) Through auth. rep.

(A) (D) (A) (D) (A) (D) (A) (D)

Please tick mode (i) & (ii) only if previous Passport containing valid visas for U.K., U.S.A. etc. submitted with application.

(For delivery tick marked by post Rs. 10/- extra to be paid as postal charges for each passport enclosing self addressed envelop of size 16cm x 10cm.)

1. Full Name (Expanded Initials)

2. Sex Male/Female

3. Marital Status Married /Unmarried /Divorcee /Widow/ Widower

Maiden Name in case of woman who is Married/Widow/Divorcee

4. Has the applicant ever changed his/her name? Yes/No. If yes, give previous name (Please attach Deed Poll/Affidavit and two Newspaper Clipping confirming change of name as per specimen attached)(Annexure A).

5. Date of Birth

Date Month Year

6. Place of birth Town

District State PIN CODE

7. Address

1. Permanent address in India

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House name/No.....  
Vill/Street.....  
Post Office .....  
District.....  
State.....PIN Code.....  
Telephone No.....

2. Present Address  
House name/No.....  
Vill/Street.....  
Post Office .....  
District.....  
State.....PIN Code.....  
Telephone No.....

8. If the applicant has not resided at the above address continuously for the last two years please give the other address and the duration where he/she have resided during the period. Applicant should ask for additional Personal Particular form and fill up additional sets of P.P. forms for each additional place with photos.(Indicating name of applicant on reverse of photographs). This is essential to complete the police verification.  
  
House name/No.....  
Vill/Street.....  
Post Office .....  
District.....  
State.....PIN Code.....  
Telephone No.....  
  
House name/No.....  
Vill/Street.....  
Post Office .....  
District.....  
State.....PIN Code.....  
Telephone No.....

9. Mother's Name

10. 1. Is the applicant citizen of India by (1) Birth (2) Decent (3) Registration (4) Naturalisation ?  
  
Attach certified copy of citizenship document in case of (3) or (4).  
  
2. Did the applicant Ever possess any other citizenship/or travel document of any other country ? Yes/No.  
  
3. Citizenship at the time of birth  
  
4. What is your father's place of birth?  
  
11. Particulars of children to be included at time of issue of parents, passport  

Name	Place & Date of birth	Sex
1.....		
2.....		
3.....		

**Note:** In case of inclusion of name (s, please enclose (i) birth certificates/school Certificate bearing .....passports, if any of both parents. Children below fifteen years of age can either apply to inclusion (on EAP (2) form in their parents (generally mother's) passport or apply for separate passports on EAP(I).

12. Profession/Occupation of Applicant  
  
1. Public Undertaking Service  
2. Government Service  
3. Statutory Body Service  
4. Private Service  
5. Self-employed  
6. Business  
7. Student  
8.....Other (specify)

In case of 1,2,3 above please enclose "No Objection Certificate" in original from the employer (Annexure B) Such applicant may fulfill annexure G also.

13. Physical Particulars  
  
(1) Height m cm  
(2) Colour of eyes (black/ brown/ blue/ green/ other (specify)  
(3) Colour of Hair (black/ brown/ grey / white/ other (specify)  
(4) Visible distinguishing marks  
14. (1) Did the applicant ever apply for a passport/Travel document before?  
YES NO  
  
(2) Please furnish details of past passport/travel document held, if any.  
  
Passport.....No.....Date.....Month.....Year.....

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Place of Issue Attach previous passport/travel document, please give reasons for not doing so

- (3) (i) Does it have ECR or ECNR (To be checked by office)
- (ii) Whether it contains valid U.K., U.S.A. or other visas.....if so, whether old passport is to be attached uncanceled to the new Passport or canceled returned to the holder.

15. LOST/ DAMAGED PASSPORTS (enclose damaged passport/earlier Pasport if any in lieu of which lost passport was issued):

- (i) Briefly state circumstances of loss/theft/damage of passport on a plain paper and attach copy of report lodged with local police in case of loss/theft.
- (ii) Details of restriction, if any, put on applicants damaged /lost passport to be given.
- (iii) Did applicant avail transfer of residence, foreign travel scheme facility on lost/damaged passport. If so, details please

16. Particulars of person to be intimated in the event of death or accident.

Name.....  
Address: House name/No .....  
Vill/Street .....  
Post Office.....  
District.....  
State.....PIN Code.....  
Telephone No.....

17. Has the applicant submitted any verification certificate as given at annexure G.  
YES NO

18. (i) Educational Qualifications.....  
(Attach attested copies of degrees)

(2) Is the applicant entitled for Emigration Check not Required (ECNR), YES/NO If so, enclose supporting document (Please read item 8 of 'information booklet)

19. Information required under Sec. 6 of the Passport Act 1967:

- (1) Has the applicant at any time during the period of five years immediately preceding the date of this application been convicted by a Court in India for any criminal offence and sentenced to imprisonment?
- (2) Are any proceedings pending against the applicant before a criminal court in India?
- (3) Has a warrant or summons for appearance or warrant for arrest or an order prohibiting the applicant's departure from India been issued by a court?

If the answer to any of the above questions is yes, details in a separate sheet duly signed to be furnished.

20. References: Name and Address of two responsible persons in locality who can vouch for the applicant.

1.  
House name/No.....  
Vill/Street.....  
Post Office.....  
Police Station.....  
District .....  
State.....PIN Code.....  
Telephone No. ....

2.  
House name/No.....  
Vill/Street.....  
Post Office.....  
Police Station.....  
District .....  
State.....PIN Code.....  
Telephone No. ....

21. Please indicate Whether

- (1) A passport/travel document was refusec-1/impounded at any time: or restored conditionally.
- (2) Was the applicant repatriated on Govt. cost, if so, document to show that expenditure incurred by the Govt. on his/her repatriation has been fully refunded to the Govt. of India, Ministry of External Affairs may be enclosed.

22. Declaration of applicant:

- (1) I owe allegiance to the sovereignty, unity and integrity of India and have not voluntarily acquired the citizenship or travel document of another country;
- (2) I have not lost surrendered or been deprived of citizenship of India
- (3) The information given by me in this form is true and am solely responsible for its accuracy. I am aware that it is an offence under the Passport Act 1967 to furnish any false information or to suppress any material information with a view to obtaining passport or any other travel document.

Date.....Place.....Signature of applicant.....

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23. Declaration of Parent or Guardian in case passport is for minor:

I affirm that the particulars given above are in respect of.....son /daughter of.....of whom I am the Parent/Guardian.

I undertake to be entirely responsible for his/her expenses. I solemnly declare that he/she has not lost surrendered or been deprived of his/her citizenship of India and that the information given in respect of him/her in this application is true.

Place.....Date.....  
Name & Signature/T.I. of Parent/Guardian (Left hand T.I. if male and right hand T.I. if female)

24. Please give two specimen signature or T.I. within the space given below.

.....  
.....

Affix  
Photograph

FOR OFFICE USE  
PERSONAL PARTICULAR FORM  
(In Duplicate)

1. Full Name (Expanded Initials).....  
  
2. Sex Male/Female  
  
3. Has the applicant ever changed his/her name ? Yes/No, if yes, give previous name.

4. Date of Birth  
Date.....Month.....Year

5. Place of Birth  
Town..... Distt.....  
State.....  
PIN Code.....

6. Father's Name.....  
Mother's Name.....  
Spouse's (husband /wife) Name.....

7. Places where applicant has resided continuously for the last two years including present address may be given. Applicant should ask for additional Personal Particulars forms and fill up additional sets of PP forms for each additional place with photos (including name -- the reverse). This is essential to complete the police verification.

1.  
House name/No.....  
Vill/Street.....  
Post Office.....  
Police Station.....  
District .....  
State.....PIN.....  
Telephone No.....

2.  
House name/No.....  
Vill/Street.....  
Post Office.....  
Police Station.....  
District .....  
State.....PIN.....  
Telephone No.....

8. Physical Particulars

(1) Height.....m.....cm  
  
(2) Colour of eyes (black/ brown/ blue/ green/ other (specify))  
  
(3) Colour of Hair (black/ brown/ grey / white/ other (specify))  
  
(4) Visible distinguishing marks  
9.1. Is the applicant citizen of India by (1) Birth (2) Decent (3) Registration (4) Naturalisation ?

Place..... Name & Signature/T.I. of applicant  
  
Date..... (Left hand T.I. if male and right hand T.I. if female)

By this deed I, the undersigned.....  
(new name) of etc. called.....  
(old name), doing.....  
(give profession or avocation) and resident of.....  
(address) solemnly declare:-

**AFFIDAVIT FOR CHANGE IN NAME  
DEED POLL/SWORN AFFIDAVIT  
(on Non-judicial stamp paper)**

By this deed I, the undersigned.....  
(new name) of etc. called.....  
(old name), doing.....  
(give profession or avocation) and resident of.....  
(address) solemnly declare:-

1. That for and on behalf of myself and my wife and children and remitter issue wholly renounce/relinquish and abandon the use of my former name/surname of..... and in place thereof I do hereby assume from this date the name/surname ..... and so that I aid my wife and children and remitter issue may hereafter be called, known and distinguished not by my former name/surname, but assumed name/surname of.....
2. That for the purpose of evidencing such my determination declare that I shall at all times hereafter in all records, deeds and writings and in all proceedings, dealings and transactions, private as well as upon all occasions whatsoever use and sign the name of as my name/surname in place and in substitution for my former name/surname.
3. That I expressly authorise and request all persons in general relative and friends in particulars at all times hereafter to designate and address me, my wife, my children, remitter issue by such assumed name/surname of..... accordingly.
4. In witness where of I have here unto subscribed my former and adopted name/surname of and .....office my signature and seal, if any, this.....day of.....

In the presence of :

1. Name.....  
Address.....

1. Name.....  
Address.....

(This deed poll/affidavit may be signed and attested in presence of a Magistrate, a Notary consular Officer in an Indian Mission abroad).

**SPECIMEN OF AFFIDAVIT TO BE SUBMITTED WITH THE APPLICATION FOR A PASSPORT IN LIEU OF LOST/DAMAGED PASSPORT**

(This affidavit is to be executed on non-judicial stamp paper of Rs. 5/- in the presence of Magistrate First Class or Notary Public on the following points.)

I,.....s/o,d/o,w/o.....residing at.....solemnly affirm as follows:

- (i) State how and when the passport was lost/damaged.
- (ii) State whether you traveled on the lost/damaged passport, if so, last date of entry into India.
- (iii) State whether you availed of any TR concession/ FTS allowance and if so details thereof.
- (iv) State whether non-resident Indian and if resident abroad, the details of the residence as follows:

Sl. No.	Name of Country	Length of Residence		Page Nos. of passport bearing departure & arrival stamps (details if available) (in case of damaged only)
		From	To	
1.				
2.				
3.				
4.				
5.				

I further affirm that I will take utmost care of my passport if issued and the Government will be at liberty to take any action under the Passport Act, 1967, if the lapse is repeated.

Deponent,  
Affirmed before                      Magistrate first class /Notary Public

**SPECIMEN AFFIDAVIT TO BE DECLARED/AFFIRM BY LEGAL GUARDIAN OF THE MINOR**

I, .....W/O..... (Name of guardian) solemnly declare and affirms as follow:-

1. That I am the legal guardian of .....(name of minor) who is a minor and on whose behalf I have made an application for a passport.
2. That.....(name of minor) has been living in India under my guardianship.
3. That I have no interest adverse to that said.....(name of minor)
4. That I have applied for a passport for.....(name of minor) under the instructions.....(name and address of minor's parent and his full address abroad).

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Signature and address of:

Deponent:

Date:

THIS AFFIDAVIT MAY BE SWORN IN THE PRESENCE OF OATH COMMISSIONER/NOTARY PUBLIC ETC.

## ANNEXURE 'D'

SPECIMEN AFFIDAVIT TO BE DECIARED/AFFIRMED BY TWO RESPONSIBLE WHO KNOW THE GUARDIAN AS WELL AS THE MINOR

I.....(name of deponent) s/o, d/o.....do solemnly declare and affirm as follows: -

1. That I know Shri/Smt.....(name of guardian) s/o, d/o.....and .....(name of minor) s/o, d/o.....and (name of guardian).....is the legal guardian of .....(name of minor)
2. That.....(name of guardian) has applied for a passport in favour of.....(name of minor) under the instructions of his/her.....(name and address of Minor's parents residing abroad).
3. That.....(name of guardian is).....(relationship) of.....(name of minor).

Signature address and

Designation of Deponent.

This affidavit may be sworn in the presence of Oath Commissioner/Notary Public, etc.

## ANNEXURE 'E'

All Central Government employees, State Government employees of Statutory bodies and employees of Public Sector Undertakings are required to produce a NO OBJECTION CERTIFICATE

No

Certified that Shri.....is a temporary/permanent employees of this.....from.....(date).....and is at present holding the post of .....

This Ministry/Department is duly authorised to sign this No objection Certificate.

(Name & Designation)

## ANNEXURE 'F'

SPECIMEN AFFIDAVIT TO BE EXECUTED ON APPROPRIATE NON-JUDICIAL STAMP PAPER IN CASE OF APPLICATION FOR MINOR

I.....s/o, d/o, w/o.....r/o.....do hereby state that I have filled up an application for passport dated.....for me/for my minor son/daughter for going to.....country of destination for.....(nature of purpose). I take oath and solemnly declare/affirm that the particulars furnished by me in my said passport application form are correct and that I have not concealed or represented any fact in it. I solemnly declare that there are no criminal or civil cases pending against me in any court of law in India.

I am a citizen of India by birth/registration/naturalisation. I have neither acquired the citizenship of another country nor have lost, surrendered or been deprived of my citizenship of India.

## DEPONENT

Place:

Date:

Verification

Verified at.....(place) on this.....day of.....of the year one thousand nine hundred and.....A.D. that the contents of, by above affidavit are true and correct to the best of my knowledge and belief and nothing material has been concealed therefrom.

## ANNEXURE 'G'

VERIFICATION FORM FOR GENERAL PUBLIC INCLUDING PUBLIC SERVICE

(On official stationery of verifying authority)

This is to certify that Miss/Mrs.....son of /daughter of/wife of.....resident of .....has good moral character and reputation and that after having read the provision sec. 6(2) of the Passport Act, 1967 (Printed below). I certify that these provisions are not attached in case of the applicant and I, therefore, recommend issue of an Indian Passport to him.

Place:

Date:

Signature

(Complete name with designation and Official seal)

Telephone No. Office.....

Residence.....

**Note:** (1) This verification certificate may be got signed by any of following:-

- (i) A Deputy Secretary and above to the Govt. of India
  - (ii) A Joint Secretary and above to a State Govt.
  - (iii) A Sub-divisional Magistrate and above posted in concerned District of residence of applicant
  - (iv) A District Supdt. of Police and above posted in concerned District of resident of applicant
- (2) Officer issuing verification certificate should also attest photograph of applicant.

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Section 6(2) of the Passport Act, 1967.

Subject to the other provision of this Act, the passport authority shall refuse to issue a passport or travel document for visiting any foreign country under Cl.(c) of Sec. 5 on any one or more of the following ground, and on no other ground, namely. -

- (a) That the applicant is not a citizen of India.
- (b) That the applicant may, or is likely to engage outside Indian in activities prejudicial to the sovereignty and integrity of India.
- (c) That the departure of the applicant from India may, or is likely to, be detrimental to the security India.
- (d) That the presence of the applicant outside India may, or is likely to Prejudice the friendly relations of India with any foreign country.
- (e) That the applicant has, at any time during the period of five years immediately preceding the date of his application been convicted by a court in India for any offence involving moral turpitude and sentenced in respect thereof to imprisonment for not less than two years.
- (f) That proceedings in respect of an offence alleged to have been committed by the applicant are pending before a criminal court in India.
- (g) That a warrant or summons for the appearance, or a warrant for the arrest, of the applicant has been issued by a court under any law for the time being enforce or that an order prohibiting the departure from India of the applicant has been made by any such court.
- (h) That the applicant has been repatriated and has not reimbursed the expenditure incurred in connection with such repatriation.

ANNEXURE 'H'

TO BE EXECUTED ON APPROPRIATE NON STAMP PAPER  
AFFIDAVIT

I,.....s/o, w/o, d/o.....r/o.....hereby state that I have filed an application for passport dated.....for me for my minor son/daughter for going to .....(country of destination) for..... nature of purpose).

I take oath and solemnly declare/affirm that the particulars furnished by me in my said passport application form are correct that I have not concealed or represented any fact in it.

I solemnly declare that there are no criminal or civil cases pending against me in any court of law in India.

I am a citizen of India by birth/registration/Naturalisation. I have neither acquired the citizenship of another country nor have lost, surrendered or been deprived of my citizenship of India.

DEPONENT

Place:  
Date:

Verification:

Verified at.....on this.....day of.....the year one thousand nine hundred and.....A.D. that the contents of, by above affidavit are true and correct to the best of my knowledge and belief and nothing material has been concealed therefrom.

DEPONENT  
PASSPORT INFORMATION BOOKLET

This Application Form is to be used for the issue of an ordinary international Passport, India-Sri Lanka Passport, India-Bangladesh passport and for Duplicate Passport in Lieu of Lost/Damaged Passport

**Caution:** A Passport is issued under the Passports Act, 1967. It is an offer to knowingly furnish-false information or suppress material information who attracts penal and other action under relevant sections of the said Act. The passport is valuable document. All holders are required to take due care that it does not get damaged or mutilated or lost. Passport should not be sent out to any country by post.

- A Passport is issued only after due verification by concerned authorities. Applicant is therefore advised to make enquiries about the status of their application only if passport is not received after 30 days of submission thereof.
- Passport are normally despatched by registered post unless submitted through an authorised agent. Delivery of passport in the passport office shall be restricted to passport holder in person only.
- It takes considerable time to process application for issue of Duplicate passport in lieu of lost/damaged ones.
  - (a) In case of first loss, the time taken will be 90 days.
  - (b) For subsequent loss it will be beyond 180 days. No request for expeditious consideration is entertained.
- Infants and minors may have separate passport.
- Incomplete forms shall not be accepted.

1. INSTRUCTIONS

- Application has to be submitted personally or through recognised travel agent or by registered post or through authorised representative.
- Please fill the form in block letters and state "yes" or "no" as the may be in side the boxes to the left side.

2. DOCUMENTS

- Application is advised to submit attested photocopies of all documentary and other evidence wherever asked for, to facilitate expeditious processing of their application. Original documents may also be asked for examination and will be returned.
- Copies of documents should be attested by any of the competent authorities mentioned below in case of applications submitted by registered post.
  - (i) Originals of documents should be produced at the time of submissions in case the application is submitted at the passport office. The originals will be returned after verification.



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- (ii) Authorities competent to attest documents and photographs
- 1. A Gazetted Government servant of the state or Central Government
- 2. A Notary Public
- 3. A Magistrate from a court of law.

The following documents must accompany the application (in addition to any other documentary evidence asked for specially in any section).

3. PROOF OF ADDRESS

Photostate copy each of the front and back pages of the applicant ration tax, telephone bill, electric bill etc. as acceptable to passport office.

4. BIRTH DOCUMENTS

- 1. Applicants born on or after 26th January, 1989, should produce an attested copy of the birth certificate, from Municipal authorities if born with in territorial jurisdiction of a Municipal authority or otherwise from the office of the Registrar of Births and Deaths.
- 2. Applicants born before 26th January, 1989 should produce attested, copy of any of the following documents. -
  - (i) Birth certificate issued by a Municipal Authority or District office of the Registrar of Births and Deaths.
  - (ii) Date of birth certificate or nationality certificate from the school last attended by the applicant or any other recognised educational institution;
  - (iii) A certified copy of extract from the concerned District Magistrate/SDM /SDO from voter's list where the name of the applicant is entered;
  - (iv) Date of birth certificate issued by the Educational Boards;
  - (v) Certificate from the Chief Medical Officer on the basis of the entries in register of the Registrar of Births & Deaths;
  - (vi) No Objection Certificate issued by State Government or Central Government or Government Undertaking who may be asked to certify the nationality of their employees applying for passport;
  - (vii) Old Passport;
  - (viii) Notarised affidavit stating nationality and date of birth in case of illiterate person, Annexure "H"

(CAUTION): Date of Birth/Place of birth once included in the Passport will not be changed under any circumstances. In case of error applicant will have to make a fresh application enclosing relevant evidence for obtaining fresh passport with correct date or place of birth.

5. PHOTOGRAPHS

- (i) Five photographs of size 35mm x 45mm showing frontal view of full face against light back ground are required 3 of which should be attested on the reverse by any of the authorities given above as "True Likeness of.....Name..... Photograph should be in civilian dress.
- (ii) Please do not mark the front of photographs in any way or furnish photographs with coloured places or in uniform.
- (iii) Authorities attesting photos and for other documents must indicate their office telephone numbers also.

6. PASSPORT FOR MINORS ARE ALLOWED

In case, the application is for the passport of a minor, the affidavit sworn by the guardian as per the specimen appended should be attached. (Annexure F)

7. OTHER DOCUMENTS REQUIRED FOR REPLACEMENT OF LOST/DAMAGED PASSPORTS

- (a) If passport is lost. -
  - (i) Copy of first information report (F.I.R.) from the police station where the loss is reported.
  - (ii) Affidavit as per specimen appended (Annexure 'B')
- (b) If passport is damaged,
  - (i) Attach passport with affidavit as per specimen appended (Annexure 'B')

8. LIST OF APPLICANTS ENTITLED TO EMIGRATION CHECK NOT REQUIRED STAMP (E.C.N.R.). - This list is prepared in the Ministry of Labour.

- 1. Person going abroad in managerial capacity in Hotels, Restaurants, Tea Houses or other places of public resort etc., processing specialised Degrees in these fields.
- 2. All Gazetted Government servants.
- 3. All Income-Tax payers (including Agricultural Income-Tax Payers) in respect of their individual capacity proof of assessment Income-Tax and actual payment of Income tax for last three years to be insisted up on, and not merely payment of advance tax.
- 4. All professional degree holders, such as Doctors holding M.B.B.S. Degrees in Ayurved or Homeopathy; accredited journalists Engineers, Chartered Accountants, Cost Accountants, Lecturers; Teachers, Scientists, Advocates, etc.
- 5. Spouses and dependent child on of category of person listed from (2) to (4).
- 6. All persons who have been staying abroad for more than three years, (the period of three years could be either in stretch or broken) and spouses and children of such persons.
- 7. Seaman who are in possession of CDC and Sea Cadets.
- 8. All holders of Diplomatic /Official Passports.
- 9. Dependent children of parents whose passport is classified as E.C.N.R. In the case of such children P.-C.N.R- classification to be restricted until they attain 24 years of age.

THE PASSPORT RULES, 1980

10.   Persons holding permanent Immigration Visas, such as in U.K., U.S.A. and Australia.
11.   Person holding Graduate or higher Degrees.
12.   Person holding Diploma from recognised Institutions like Polytechnics
13.   Nurses possessing qualifications recognised under the Indian Nursing Council Act, 1947.
14.   All persons above the age of 60 years.
15.   All visitors to Pakistan and Bangladesh.

9.    **PAYMENT**

An amount of Rs. 60/- has to be paid along with the application form either by bank draft or cash or by Postal Order or by Special passport stamp (issued by post offices) at the passport office. Rs. 10/- extra if children are to be included.

GOVERNMENT OF INDIA  
MINISTRY OF EXTERNAL AFFAIRS

Application Form for Miscellaneous Services on Indian Passport for (use in India) (a) Renewal (b) Additional Visa Sheet (c) Additional booklet (d) Change of Address (e) PCC (o Additional Endorsement (g) child inclusion/Deletion (h) Any other service (specify).

(Please delete inapplicable)

Amount of Fee paid Rs.....by.....(Mode of Payment) Mode of Submission of application (A) and Delivery (D)

- (i)   Personally (ii) By Post (iii) Through Rec. Travel Agent (iv) Through auth. rep.
- (A) (D)       (A) (D)       (A)       (D)       (A)       (D)

Please tick mode (i) & (ii) only if previous Passport containing valid visas for U.K., U.S.A. etc. submitted with application.

(For delivery tick marked by st Rs. 10/- extra to be paid as postal charges for each passport enclosing of addressed envelope of size 16cm x 10cm.)

1.    Name (Please give expanded initials).....
2.    (a)    Father's Name.....
- (b)   Mothers Name.....
- (c)   Husband/Wife Name.....
3.    Passport No.....place of issue.....date of issue.....Valid upto.....
4.    File No. of passport.....
5.    Are any criminal proceedings against applicant in criminal court in India or any other disqualification under Sec. 10(3)
6.    Particulars of children to be included/deleted

Name	Place & Date of Birth	Sex (M. F)
.....	.....	.....

7.    **DECLARATION**

I solemnly affirm that:

- (i)    I owe allegiance to the sovereignty and integrity of India, and
- (ii)   Information given above in respect of m if, my son/daughter/ward is correct and nothing has been concealed and I am aware that it is an offence under the Passport Act, 1967 to knowingly furnish false information or suppress material information, which attract penal and other punishments under the acts and,
- (iii)   I undertake to be entirely responsible for expenses of my son/daughter/ward,
- (iv)   I declare that I have not lost or surrendered my citizenship of India since the above passport or travel document was issued to now. I further declare that I have no other passport.

Signature of applicant or T.I. or his legal guardian (Left hand T.I. of male and right hand T.I. of female)  
Place:.....  
Date:.....

8.    Two specimen Signatures or T.I. required for services at (c) within the space given below.....

FOR OFFICE USE  
INSTRUCTIONS FOR FILLING UP EAP (2) FORM

This form is to be used for the Miscellaneous Services on ordinary Indian Passport,  
for

- (a)   Renewal

THE PASSPORT RULES, 1980

- (b) Issue of Visa Sheet
- (c) Issue of Additional Booklet on used up pages, taking separate passport for child/change in name/maiden name/date of birth.
- (d) Change of Address.
- (e) Police Clearance Certificate (indicate the name of country or which PCC required and purpose)
- (f) Addition /Deletion of particulars of children
- (g) Additional Endorsement
- (h) Any other Services

In case of fresh inclusion of name(s) of children please enclose (i) birth certificate(s) leaving name of both parents(ii) passports of both parents. Children below 15 years of age can either apply for inclusion in their parents (generally mothers passport) for apply or separate passports. Children above 15 years must, for, apply separate passport

Please staple one 35mm x 45 mm photograph here and enclose two more photographs

APPLICATION FORM FOR INDIAN PASSPORT  
AT AN INDIAN MISSION/POST  
(for the issue of an ordinary international passport  
Fresh/After 10 years (Final) and for duplicate in lieu of  
lost damaged passport)

(Please Delete inapplicable)

Payment of Fee (to be filled by applicant)  
Amount paid \$.....by.....Mode of payment  
For delivery by mail \$ / extra to be paid as postal charges of each passport

- 1. (A) Full name  
(expanded initials) (Surname)
- (B) Aliases, if any
- (C) Has applicant ever changed his/her name ?  
If so, give previous name in full
- (D) Maiden name, if applicant is a married woman
- 2. Date of Birth.....place of birth.....Country.....  
Height.....(cms) Colour of eyes..... Hair.....  
Visible distinguishing marks, if any.....
- 3. Permanent Address--
- (a) In India.....
- (b) In country of domicile.....
- 4. (i) Name of Father .....Country of his birth.....  
(ii) Name of Mother.....Country of his birth.....  
(iii) Nationality of father at the time of applicant's birth.....  
(iv) Nationality of mother at the time of applicant's birth.....
- 5. Married /Unmarried (Tick mark)
- 6. Name& Nationality of Spouse.....
- 7. (i) Name of applicant's eldest sot-, or daughter (first Child).....  
(ii) Name of applicant's eldest brother or sister.....
- 8. Present Passport/national identity card, if any No.....Date & Place of issue.....  
9. Local car driving License No.....date & Place of issue.....
- 10. Educational qualification.....  
(in order to determine emigration status)
- 11. When did applicant first leave India ?.....When was he/ she in India last ?.....
- 12. How long has applicants continuously resided abroad ?.....

THE PASSPORT RULES, 1980

13. Present Emigration Status (ECR or ECNR).....  
(With documentary evidence)
14. Profession and business address..... Telephone.....
15. Please mention, if citizen of India by birth/ Decent / naturalisation/ Registration.
16. Did applicant ever possess any other nationality or travel document of any other country, if so, please give detail.
17. Was applicant ever refused an Indian Passport ? (Yes/No).
18. Was applicant's passport ever impounded/revoked ?  
If so, detailed please, (Yes/No)
19. Name and address of two relatives/friends  
(i).....(i).....  
(ii).....(ii).....
20. Is applicant in Govt. Service/Public Undertaking Service/Statutory bodies Service of India ? If W, please give details and enclose 'No Objection Certificate' from your employer in original
21. (i) Are any criminal proceedings pending against applicant in any court in India? If so, please give details.  
(ii) Has applicant ever been repatriated of from abroad to India at the expense the Govt. of India? If so, details please
22. No. of lost/damaged passport.....Place of issue  
Date of issue ..... valid until
23. (i) Briefly state circumstances of loss/ theft/damage of passport on a plain paper and attaché copy of report lodged with local police in case of lost/ theft  
(ii) Details of restriction, if any, put on applicant damaged/ lost passport  
(iii) Did applicant avail transfer of residence, foreign travel scheme a facility on lost/damaged passport. If so, details please.
24. Is applicant registered with Indian Mission/Post ? If not, is he a member of any Indian Organisation?
25. Particulars of children, if any, to be included/ deleted

Name	Place & Date of birth	Sex (M/F)

**Note:** In case of fresh inclusion or inclusion on a new passport in lieu of lost/ damaged passport, enclose (i) birth certificate(s) bearing names of both parents (ii) passports of both parents and (iii) marriage certificate of parents. Children below fifteen years of age can either apply or inclusion in their Children above fifteen must apply for separate passport

26. DECLARATION

I solemnly affirm that

- (i) I owe allegiance to the sovereignty and integrity of India, and
- (ii) Information given above in respect of myself, my son/daughter/ward is correct and nothing has been concealed and I am aware that it is an offence under the Passport Act, 1967 to knowingly furnish false information or suppress material information, which attract penal and other punishments under the acts and.
- (iii) I undertake to be entirely responsible for expenses of my son/daughter/ward. Signature of Applicant or T.I. or  
Signature of Applicant or T.I. or  
his legal guardian (Left hand T.I.  
of male and right hand T.I. female).

Place  
Date

Specimen signature of T.I. within the space given below:

FOR OFFICE USE

EA (P)-2EXTERNAL

Please staple one  
Photograph of size  
35mm x 45 mm &  
enclose three for  
additional booklet

Application Form for miscellaneous Services on Indian  
Passports  
(For use in Indian Mission/Post) (a) Renewal

- (b) Additional Visa Sheet (c) Additional Booklet (d)  
Change of Address
- (e) P.C.C. (f) Additional Endorsement

THE PASSPORT RULES, 1980

(g) Child Inclusion/Deletion (h) And other. Service booklet (Specify)  
(Please delete inapplicable)

Payment of Fees (to be filled by Applicant)

Amount Paid .....by.....(Mode of Payment)

For delivery by mails S/extra to be paid as postal charges of each passport

1. Full Name.....
2. Applicant's Car Driving License No.....Date & Place of Issue.....
3. Residential address

(i) In India.....(ii) In country of domicile

Tel.....Tel.....
4. Profession and business address.....Tel.....
5. Is applicant registered with the Indian Mission/Post ? If not, is he a member of any Indian Organisation? Give details.....
6. (i) Name of Father
- (ii) Name of Mother
- (iii) Name of Spouse & Nationality
7. Current Passport No.....Place of issue.....
- Date of issue.....Valid until.....
8. Particulars of Children to be included/deleted
- | Name  | Place & Date of issue | Sex (M/F) |
|-------|-----------------------|-----------|
| ..... | .....                 | .....     |

**Note:** In case a fresh inclusion of name(s), enclose (i) birth certificate(s) bearing names of both parents (d) marriage certificate of parents and (iii) passport of both parents. Children below fifteen years of age can either apply for inclusion in their parents generally mothers passport or apply for separate passports. Children above fifteen years must apply for separate passports.

DECLARATION

I solemnly affirm that

- (i) I owe allegiance to the sovereignty and integrity of India.
- (ii) Information given above is correct and nothing has been concealed and I am aware that it is an offence under the Passport Act, 1967 to knowingly furnish
- (iii) I undertake to be entirely responsible for expenses of my son/daughter/ward.

Place.....	
Date.....	Signature of applicant for T.I. or his legal guardian (Left thumb impression of male and right hand thumb of female)

10. Two specimen signature or thumb impression required for services at (c) within the space given below

FOR OFFICE USE

SCHEDULE III  
PART I  
(See rule 5  
FORM EA (P) 2

I[\* \* \*]

1. From E.A (P) 2 omitted by the Passports (Second Amendment) Rules, 1985 vide C.S.R. 860 (E), date 1<sup>st</sup> November 1985 w.e.f. 1<sup>st</sup> November 1985.

SCHEDULE III  
PART I  
(See rule 5  
FORM EA (P) 3

Application for the issue of Diplomatic/Official Passport

(This application must be accompanied by two passport size photographs one of them duly attested on reverse.

- (1) (a) Full name (in block letters
- (b) Aliases, if any (in block letters
- (2) Profession.
- (3) Present appointment.

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- (4) Permanent home address.
- (5) Present address.
- (6) Place of birth.
- (7) Date of birth.
- (8) Fathers/Husband's name.
- (9) Personal particulars:

(a) Height.

(b) Colour of eyes.

(c) Colour of hair.

(d) Visible distinguishing marks, if any.
- 10 Particulars of children below 15 years of age, if to be included in the passport:

Name	Date of birth	Place of birth	Relationship
1.			
2.			
3.			
4.			

11. (a) Have you ever applied to any other authority for any other passport?
- (b) If so, please give details.
12. Particulars of the previous passport held, if any

(a) Number.

(b) Date of issue.

(c) Authority and place of issue.

(d) If diplomatic/official passport, previously held by the applicant was returned to the Ministry of External Affairs or any other authority, please indicate where and when it was returned.

N.B.-The previous passport, if in the custody of the applicant, should be submitted together with this application.

13.

Countries to be visited on official duty	Exact nature of official duty	Period of stay giving approximate dates.

14. Mode of travel and route
- Place .....
- Date .....

Signature of applicant or  
parent in case application  
is for a minor.

Certificate

1. I here by certify that Shri/Smt./Kumari ----- is proceeding abroad on  
(full name and designation)  
official duty as in item 13 above
2. \*I hereby certify that Shri/Smt./Kumari-----is son/wife/daughter of  
(full name)  
Shri/Smt----- who is item 13 above.  
(full name and designation) proceeding abroad on official duty as indicated in

\*Strike out whichever is not applicable.

Signature of Head of Office  
.....

Designation --- - -----

Important

Categories of persons to whom official and diplomatic passports are issuable are mentioned in Part I of Sch. II to the Passport Rules, 1980. Persons not covered by the said Schedule shall not be eligible for official and diplomatic passports:

Please give two specimen signatures or thumb-impressions (left in case of a male and right in case of a female) of the applicant-in the space provided above.

SCHEDULE III

PART I

(See rule 5

FORM EA (P) 4

Application for issue of an Emergency Certificate

(This application must be accompanied by three passport size photographs)

I. Fee :

(1). Amount paid.

(2) Date of payment.

(3) Mode of payment.

II. Personal particulars:

1. (a) Full name (in block letters)

(b) Aliases, if any (in block letters)

2. Previous names, if you have ever changed your name.

3. Maiden name in case of a married woman/widow/divorcee.

4. Father's name.

5. Husband's name in case of a married woman/widow/divorcee.

6. Permanent address in India.

7. Present address abroad.

8. Present national status.

9. Profession

10. Place of birth.

11. Date of birth.

12. Height.

13. Colour of eyes.

14. Colour of hair.

. Visible distinguishing marks, if any.

III. Particulars of child/children below 15 years of age to be included in the emergency certificate

Name	Date of birth	Place of birth	Relationship
1			
2			
3			
4			

IV. Particulars of the passport/travel document previously held:

1. Did you ever hold a passport/travel document ?

2. If so, please furnish the following particulars:

(a) Number

(b) Date of issue

(c) Authority and place of issue:

N.B.- The passport/travel document, if available, should be submitted together with this application.

3. If not in a position to submit the passport /travel document, please indicate

the reason therefor-----

V. Reasons of applying for an emergency certificate

VI. Declaration of applicant:

I solemnly declare that-

- (i) I am citizen of India/person of Indian origin;
- (ii) I have not voluntarily acquired citizenship of another country; and
- (iii) The information given by me in reply to the questions in this form is true.

Place-----

Date-----

Signature or thumb-impression (left in case of a male and right in case of a female ) of the applicant.

Two specimen signatures or thumb-impression (left in case of a male and right in case of a female) of the applicant.

1	2
---	---

If in possession of citizenship of -----  
any other country In-----  
voluntarily please give -----  
details.

SCHEDULE III  
PART I  
(See rule 5)  
FORM EA (P) 5

Application for the issue of certificate of identity

(This application must be accompanied by three passport size photographs one duly attested by local police authority - and residential permit.

I. Fee

- Amount.
- Date of payment.
- Mode of payment.

II. Personal particulars:

- (a) Full name (in block letters).
- (b) Aliases, if any (in block letters).
- Previous name if you have ever changed your name.
- Maiden name in case of a married woman/widow/divorcee.
- Father's name.
- Husband's name in case of a married woman/ widow /divorcee.
- Last permanent address abroad.
- Present address.
- Place/Country of origin.
- Present national status.
- Period of residence in India.
- Profession.
- Place of birth.
- Date of birth.
- Height.
- Colour of eyes.



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16. Colour of hair.
17. Visible distinguishing marks, if any.
- III. Particulars of child/children below 15 years of age, to be included in the certificate of identity:

Name	Date of birth	Place of birth	Relationship
1.			
2.			
3.			
4.			

- IV. 1. Purpose of applying for the certificate of identity:
2. Countries for which the certificate of identity is required
- V. Declaration of applicant:

I solemnly declare that-

- (a) I am of-----nationality/Stateless.
- (b) I have not obtained an Indian/foreign travel document before  
because-----
- (c) The information given by me in reply to the question in this form is true.

Place-----

Date-----=

Signature or thumb-impression (left in case of a male and right in case of a female) of the applicant.

Two specimen signatures or thumb-impressions (left in case of a male and right in case of a female of the applicant.

1	2
---	---

SCHEDULE III  
PART I  
(See rule 5)  
FORM EA (P) 6

1[\*\*\*]

SCHEDULE III  
PART I  
(See rule 5)  
FORM EA (P) 7

2[\*\*\*]

SCHEDULE III  
PART I  
(See rule 5)  
FORM EA (P) 8

3[\*\*\*]

1. Form EA (P) 6 omitted by C.S.R. 100 (E), dated 4th March 1991 (w.e.f. 4th March, 1991).
2. Form E.A. (P) 7 omitted by the Passport (Second Amendment) Rules, 1985,vide G.S.R.860(E),dated 1st November,1985(w.e.f. 1st November,1985).
3. Form EA (P) 8 omitted byG.S.R.100 (E), dated 4th March 1991.

SCHEDULE III  
PART I  
(See rule 5)  
FORM EA (P) 9.

1[\*\*\*]

SCHEDULE III  
PART I  
(See rule 5)  
FORM EA (P) 10

2[\*\*\*]

SCHEDULE III  
PART I  
(See rule 5)  
FORM EA (P) 11.

SCHEDULE III  
PART I  
(See rule 5)  
FORM EA (P) 12.  
Application of India/Sri Lanka Passport  
(For repatriating 1964 and 1974 agreements)

(Three unmounted passport-size bust photographs, taken full face, of the applicant, should be enclosed with application. The photographs should have on the reverse, the certificate "true photo of - " signed by the Estate Superintendent in the case of applicants from estates, and by D.R.O., Gram Sevaka or M.P. for the n area in the case of others.)

Caution

Applicants are warned that ff any of the information supplied by them below is found to be false or inaccurate, not only win their applications be liable to be rejected or their passports, if already granted be liable to be cancelled but they will render themselves liable to prosecution.

1. (i) Full name with Aliases if any (in block letters):

(ii) Have you ever changed your name? If so, what was your previous name?

2. Are you married or single?

3. If married woman/widow state maiden name.

4. Place (village, town district, etc.) and date of birth (attach documents in support, if possible).

5. Profession.

6. Educational qualifications.

7. Present occupation.

8. (i) Personal particulars of applicant.

(a) Height M. Cm.

b) Colour of eyes.

(c) Colour of hair.

(d) Visible distinguishing marks, if any.

(ii) Of children below 15 years if to be included in the passport.

	Full name	Sex	Date of birth
1.	2.		
3.			
4.			
	5.		

9. Father's name and place and date of birth.

10. If married woman or widow, husband's or late husband's nationality, name and place of birth.

11. How long have you been continuously residing in Sri Lanka ?

12. Have you at any time resided in any other country including Pakistan ? State countries and period ?

13. What was your occupation while residing in the countries mentioned in Col.12 ?

14. Have you ever applied for travel document which had been refused? If so, when and under what circumstances ?

15. Have you ever been issued with a passport, which was later impounded or cancelled ? If so, give particulars

16. Present address in Sri Lanka.

17. Names and addresses of two responsible -persons in India who would be prepared to vouch for you:

(1)\_\_\_\_\_

(2)\_\_\_\_\_

18. Whether applicant prefers an India-Sri Lanka passport or an emergency certificate ?

Two specimen signatures Two specimen signatures or thumb impressions  
or 'thumb-impressions of of wife if to be included in passport.  
Applicant

I solemnly declare that I am an Indian citizen and 'that I have not lost, surrendered or been deprived of my Indian citizenship and that the information given by me in reply to the questionnaire is true.

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Place:

Date:

Signature or thumb-impression of applicant.

I, the undersigned ----- residing at ----- holder of India-Sri Lanka Passport/Emergency Certificate No. -----dated -----hereby apply for the grant of passport to -whose parent/legal guardian I am. I undertake to be entirely responsible for all his/her expenses.

Signature/thumb-impression of parent/guardian.

This certificate is required only when the application is made on behalf of a person below 18 years of age.

1. Form EA. (P) 9, omitted by the Passport (Second Amendment) Rides, 1985, vide G.S.R M-9 (E), dated 1st November 1965 (w.e.f. 1st November 1985).
2. Form EA (P) 10 omitted by G.S.R.100 (E) dated 14tyh March, 1991)(w.e.f. 4<sup>th</sup> March 1991).
3. Form EA. (P) 11omitted by the Passport and Amendment Rules, 1985, vide G.S.R.360 (E), dated 1st November, 1985 (w.e.f. 1st November, [u1](#)) 1985.

I[\*\*\*]

SCHEDULE III  
PART II

SCHEDULE III  
PART M  
(See rule 11  
FORM PI  
(Front Cover)  
Diplomatic Passport  
Emblem  
Republic of India

(Inside Front Cover)  
Emblem  
These are to request and require in the name of the President of the Republic of India all those whom it may concern to, allow the bearer to pass freely without let or hindrance, and to afford him or her every assistance and protection of which he or she may stand in need.  
  
Seal  
  
Given at-----On  
-----19----- By Order of the  
President of the  
  
Republic of India.

(Page No. One)

This Passport contains 36 pages.

Diplomatic Passport  
INDIA

PASSPORT NUMBER-----

NAME-----

Accompanied by-----

-----Children whose  
particulars are mentioned below:

Name Date of Birth Male/Female

National Status-----

(Page No. Two)  
(Booklet Number)  
Description

Sex-----Profession-----  
Domicile-----Height-----Cms.  
Colour-----of eyes-----of hair  
Name of father/husband-----

Permanent Address-----  
Particulars of relative/friend to be intimated in event of death or accident.  
Name-----  
Address-----  
Relationship-----Tele. No.

Place of birth-----  
Date of birth-----  
Visible Distinguishing Marks-----

Signature of Bearer

(Page No. Five)  
(Booklet Number)

### Observation

(Page No. Thirty-five)  
(Booklet Number)

Date	Country of travel for which exchange has been sold	Amount issued or refunded (Sterling or Rupee equivalent to nearest f or Re.)	Stamp and Signature of authorised Dealer selling exchange

(Page No. Thirty-six)  
(B66klet Number)

Regulation  
(In Hindi)

Caution  
(In Hindi)

back cover)

Regulations

VALIDITY OF DIPLOMATIA74C PASSPORTS

1. A Diplomatic Passport will automatically cease to be valid if the person to whom it was issued ceases to exercise the functions which rendered him eligible to receive a Diplomatic Passport. In such an event, a Diplomatic Passport will have to be surrendered to the Ministry of External Affairs, New Delhi, or to an Indian Mission empowered to issue passports to Indians abroad.
2. This passport is available for travel only to the countries specified on page 4, but may be endorsed for additional countries. The possession of a passport so endorsed does not exempt the holder from compliance with any immigration laws in force in any country or from the necessity to obtaining a visa where required.
3. A passport can be revalidated at any time after the expiry of its existing validity but within its total life after which a -fresh passport must be obtained.
4. Passport should not be sent out of any country by post.

Caution

1. This passport is a valuable document. It is the property of the Government of India. It should be in the custody either of the holder or of a person authorised by the holder. It should not be allowed to pass into the possession of any un-authorised person. If lost or destroyed, the fact and circumstances should be immediately reported to the nearest passport authority in India or (if the holder is abroad ) to the nearest Indian Mission and to the local police.
2. This passport must not be altered or mutilated in any way nor any endorsement made on it by any person other- than a duly authorised official.
3. This passport may be impounded or revoked at the discretion of the Government of India under the provisions of the Passports Act, 1967, in which event the holder must surrender the passport to the nearest passport authority.
4. The passport is a sure means of establishing the holder's identity and should, therefore, be carried personally.
5. Any communication received by the holder from the passport authority regarding this passport should be complied with immediately.

FORM P-1 (A)

Form of Diplomatic Passport

(Front Cover)

Diplomatic Passport

Emblem

Republic of India

(Inside Front Cover)

Emblem

These are to request and require in the name of the President of the Republic of India all those whom it may concern to allow the bearer to pass freely without let or hindrance and to afford him or her every assistance and protection of which he or she may stand in need

Seal

Given at-----

The-----day  
of -----19-----

By order of the President of the  
Republic of India

-----  
-----

This Passport contains 32 pages.

Diplomatic Passport

INDIA

No. of Passport-----

Accompanied by his wife-----

(Maiden Name)-----and-----Children National Status-----

(Page No. Two)

(Booklet Number)

Description

Profession-----

Place and date of birth		
Domicile		
Height	M. Cm.	M. CM.
Colour of eyes Colour of hair		
Visible distinguishing marks		

Children

Name----- Date of Birth-----Male/Female

-----

-----

-----

Photo

Photo

Wife

Countries for which this passport is valid .....

Unless renewed the validity of this Passport expires on

Issued at

Dated

Permanent address in India.....

(Including Village or Town, District and State).....

Name of Father/Husband and his full address

(Including Village or town, District and State) - - - - -

(Page No. Three)

(Booklet Number)

Photograph of Bearer

Photo

Signature of bearer

Photo

Signature of Wife

(Page No. Four)

(Booklet Number)

(Page No. Five)

(Booklet Number)

Home address

Observations

(Page No. Six)

(Booklet Number)

Renewals

(Page Nos. Seven to Twenty-nine)

(Booklet Number)

VISAS

(Page Nos. Thirty and Thirty-one)

(Booklet-Number)

Foreign Exchange for travelling expenses

No entries to be made on this page except by an authorized dealer in foreign exchange.

Date	Country of travel for which exchange has been sold	Amount issued or refunded (Sterling or Rupee equivalent to nearest £ or lie.)	Stamp and signature of Authorized Dealer selling Exchange

(Page No. Thirty two)

(Booklet Number)

Regulation

(in Hindi)

Caution

(in Hindi)

(Inside Back Cover)  
Regulations  
VALIDM OF DIPLOMATIC PASSPORTS

1. A Diplomatic Passport will automatically cease to be valid if the person to whom it was issued ceases to exercise the functions which rendered him eligible to receive a Diplomatic Passport. In such an event, a Diplomatic Passport will have to be surrendered to the Ministry of External Affairs, New Delhi, or to an Indian Mission empowered to issue passports to Indians abroad.
2. This passport is available for travel only to the countries specified on page 4, but may be endorsed for additional countries. The possession of a passport so endorsed does not exempt the holder from compliance with any immigration laws in force in any country or from the necessity of obtaining a visa where required.
- (a) Even if particulars of the wife of a passport holder are included in his passport, she cannot travel on it alone.

(b) Children who are above fifteen years of age require separate passports.
4. A passport can be revalidated at any time after the expiry of its existing validity but within its total life.
5. Passport should not be sent out of any country by post.

Caution

1. This passport is a valuable document. It should not be allowed to pass into the possession of any unauthorised person. If lost or destroyed, the fact and circumstances, should be immediately reported to the Ministry of External Affairs, New Delhi, or (if the holder is abroad ) to the nearest Indian Mission and to the local police.
2. This passport must not be altered or mutilated in any way nor any endorsement made on it by any person other than a duly authorised official.
3. This passport may be cancelled or withdrawn at any time at the discretion of the Government of India, in which event the holder must surrender the passport to the nearest passport issuing authority.
4. The passport is a sure means of establishing the holder's identity and should therefore, be carried personally.

FORM P-2  
Form of Official Passport  
(Front Cover)  
Official Passport  
Emblem  
Republic of India

(Inside Front Cover)  
Emblem

These are to request and require in the name of the President of the Republic of India all those whom it may concern to allow the bearer to pass freely without let or hindrance, and to afford him or her every assistance and protection of which he or she may stand in need.

Seal

Given at-----  
Seal On-----19-----  
By order of the President  
of the Republic of India.  
-----

(Page No. One)  
This passport contains 36 pages.  
Official Passport  
India

Passport Number-----  
Name-----  
Accompanied by----- children whose particulars are mentioned below.  
Name -----Date of Birth -----Male/Female -----

National Status

(Page No. Two)  
(Booklet Number)  
Description

Sex-----Profession-----  
Domicile -----Height-----Cms-----  
Colour-----Of eyes-----Of hair-----  
-----  
Name of father/husband  
-----  
Permanent Address  
-----  
Particulars of relative/friend to be intimated in event of death or accident.  
Name-----  
Address-----  
Relationship-----Tele. No.-----  
-----

(Page No. Three)

THE PASSPORT RULES, 1980

Place of birth-----  
Date of birth-----  
Visible distinguishing marks-----

Photograph of the Bearer

(Booklet Number)

-  
-  
-

Signature of Bearer

(Page No. Four)  
(Booklet Number)

This passport is valid for travel to countries mentioned below:  
-----  
-----  
Unless renewed validity of this passport expires on -

(1) No.-----Date-----  
Validity of this passport is extended up to-----  
  
Seal  
  
-----  
-----  
-----

(2) No.-----Date-----  
Validity of this passport is extended up to-----  
  
Seal  
  
-----  
-----  
-----

(3) No.-----Date-----  
Validity of this passport is extended up to-----  
  
Seal  
  
-----  
-----  
-----

(Page No. Six)  
(Booklet Number)

Miscellaneous Service

Observation

(Page Nos. Seven to Thirty-four)  
(Booklet Number)  
VISAS

(Page No. Thirty-five)  
(Booklet Number)  
Foreign exchange for traveling expenses

No entries to be made on this page by an authorised dealer in foreign exchange.

Date	Country of travel for which exchange has been sold	Amount issued or refunded (sterling or rupee equivalent to nearest £ or Re.	Stamp and Signature of Authorised Dealer selling exchange to
------	--	---	--



(Booklet Number)  
(Page No. Thirty-six)  
Regulation  
(In Hindi)  
Caution  
(In Hindi)  
(Inside Back Cover)  
Regulations  
VALIDITY OF OFFICIAL PASSPORT

- 1. An Official Passport will automatically cease to be valid if the person to whom it was issued ceases to exercise the function that rendered him eligible to receive an Official Passport. In such an event an Official Passport will have to be surrendered to the Ministry of External Affairs, New Delhi, or to an Indian Mission empowered to issue-passports to Indians abroad.
- 2. This passport is available for travel only to the countries specified on page 4, but may be endorsed for additional countries. The possession of a passport so endorsed does not exempt the holder from compliance with any immigration laws in force in any country or from the necessity of obtaining a visa where required.
- 3. A passport can be revalidated at any time after the expiry of its existing validity but within its total life after which a fresh passport must be obtained.
- 4. Passport should not be sent out of any country by post.

Caution

- 1. This passport is a valuable document. It is the property of the Government of India. It should be in the custody either of the holder or of a person authorised by the holder. It should not be allowed to pass into the possession of any unauthorised person. If lost or destroyed, the fact and circumstances should be immediately reported to the nearest passport authority in India or (if the holder is abroad) to the nearest Indian Mission and to the local police.
- 2. This passport must not be altered or mutilated in any way nor any endorsement made on it by any person other than a duly authorised official.
- 3. This passport may be impounded or revoked at the discretion of the Government of India under the provisions of the Passports Act, 1967, in which event the holder must surrender the passport to the nearest passport authority.
- 4. The passport is a sure means of establishing the holder's identity and should therefore, be carried personally.
- 5. Any communication received by the holder from the passport authority regarding this passport should be complied with immediately.

FORM P-1 (A)  
Form of Diplomatic Passport  
(Front Cover)  
Diplomatic Passport  
Emblem  
Republic of India  
(inside Front Cover)  
Emblem

These are to request and require in the name of the President of the Republic of India all those whom it may concern to allow the bearer to pass freely without let or hindrance and to afford him or her every assistance and protection of which he or she may stand in need.

Seal

Given at-----

Seal the-----day

Of-----19-----

By order of the President  
of the Republic of India

This passport contains 32 pages.

Diplomatic passport  
INDIA

No. of passport.....

Accompanied by his Wife ..... (Maiden name) And ..... Children .....

National Status

(Page No. Two)  
(Booklet Number)  
Description

Profession				
Place and of birth				
Domicile				
Height	M.	Cm.	M.	Cm.
Colour eyes				
Colour of hair				
Visible distinguishing marks				

Children

THE PASSPORT RULES, 1980

Name..... Date of Birth ..... Male/Female

PHOTO

PHOTO

Countries for which this passport is valid.....

Unless renewed the validity of this Passport expires on.....

Issued at .....

Dated .....

Permanent address in India: .....

(Including Village or Town, District and State) .....

Name of Father/Husband and his full address .....

(Including Village or Town, District and State) .....

(Page No. Three)

(Booklet Number)

Photograph of Bearer

Photo

Signature of Bearer

Wife

Photo

Signature of wife

(Page No. Four)

(Booklet Number)

(Page No. Five)

(Booklet Number)

Home Address

Observations

(Page No. Six)

(Booklet Number)

Renewals

(Page Nos. Seven to Twenty-nine)

(Booklet Number)

VISAS

(Page No.- Thirty and Thirty-one)

(Booklet Number)

Foreign exchange for travelling expenses

No entries to be made on this page except by an authorized dealer in foreign exchange.

Date	Country of travel for which exchange has been sold	Amount issued or refunded (Sterling or Rupee equivalent to nearest £ or Rs.)	Stamp and signature of Authorized Dealer selling exchange.

(Page No. Thirty-two)

(Booklet Number)

Regulations

(In Hindi)  
Caution  
(In Hindi)

(Inside Back Cover)  
Regulations  
VALIDIM OF OFFICIAL PASSPORT'S

1. An Official Passport will automatically cease to be valid if the person to whom it was issued ceases to exercise the functions, which rendered him eligible to receive an Official Passport. In such an event, an Official Passport Will have to be surrendered to the Ministry of External Affairs, New Delhi, or to an Indian Mission empowered to issue passports to Indians abroad.
2. This passport is available for travel only to the countries specified on page 4, but may be endorsed for additional countries. The possession of a passport so endorsed does not exempt the holder from compliance with any immigration laws in force in any country or from the necessity of obtaining a visa where required.
3. (a) Even if particulars of the wife of a passport holder are included in his Passport, she cannot travel on it alone.  
(b) Children who are above fifteen years of age require separate passports.
4. A passport can be revalidated at any time after the expiry of its existing validity but within its total life.
5. Passport should not be sent out of any country by post.

Caution

1. This passport is a valuable document. It should not be allowed to pass into the possession of any unauthorised person. If lost or destroyed, the fact and circumstances should be immediately reported to the nearest "Passport issuing authority" in India or if the holder is abroad to the nearest Indian Mission and to the local police.
2. This passport must not be altered or mutilated in any way nor any endorsement made on it by any person other than a duly authorised official.
3. This passport may be cancelled or withdrawn at any time at the discretion of the Government of India, in which event the holder must surrender the passport to the nearest passport issuing authority.
4. The passport is a sure means of establishing the holders identity and should therefore, be carried personally.

Form of Ordinary Passport  
FORM P-3(A)  
Passport  
Emblem  
Republic of India

(Inside Front Cover)  
Emblem

These are to request and require in the name of the President of the Republic of India all those whom it may concern to allow the bearer to pass freely without let or hindrance, and to afford him or to her every assistance and protection of which he or she may stand in need.

SEAL

Given at \_\_\_\_\_  
On \_\_\_\_\_ 19\_\_\_\_  
By order of the president of the  
Republic of India.

1[FORM 3-A]

PASSPORT

REPUBLIC OF INDIA

I. Ins. by the Passports (Second Amendment Rules, 1990, vide G.S.R. 653(E), dated 2nd July, 199 (w.e.f 16<sup>th</sup> August, 1990)

These are to request and require in the name of the President of the Republic of India all those whom it may concern to allow the bearer to pass freely without let or hindrance and afford him or her every assistance and protection of which he or she may stand in need.

BY ORDER OF THE PRESIDENT OF  
THE REPUBLIC OF INDIA



THE PASSPORT RULES, 1980

Photograph of bearer \_\_\_\_\_



Signature of bearer: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Telephone No. \_\_\_\_\_

Present Address: \_\_\_\_\_

Telephone No. \_\_\_\_\_

Particulars of children :

Name	Date of Birth	Male/Female
1		
2		
3		
4		

This passport contains 36 pages.

This passport is valid for travel to  
ALL COUNTRIES EXCEPT REPUBLIC OF SOUTH AFRICA

(2) Unless renewed validity of this passport expires on \_\_\_\_\_

(3) No. \_\_\_\_\_ Date \_\_\_\_\_

Validity of this passport is extended up to \_\_\_\_\_



MISCELLANEOUS SERVICE

OBSERVATION



VISAS

(Page No. One)

This passport contains 36 pages.

Passport  
India

Passport Number \_\_\_\_\_  
Name \_\_\_\_\_  
Accompanied by \_\_\_\_\_ Children whose particulars are mentioned below.

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Male/Female \_\_\_\_\_

National Status \_\_\_\_\_

(Page No. Two)  
(Booklet Number)  
Description

Sex \_\_\_\_\_ Profession \_\_\_\_\_ Domicile \_\_\_\_\_ Height \_\_\_\_\_ Cms \_\_\_\_\_ Colour \_\_\_\_\_ of eyes \_\_\_\_\_ of hair \_\_\_\_\_ Name of father/husband \_\_\_\_\_  
Permanent address \_\_\_\_\_  
\_\_\_\_\_

Particulars of relative/friend to be intimated in event of death or accident.  
Name \_\_\_\_\_  
Address \_\_\_\_\_  
Relationship \_\_\_\_\_ Tele. No. \_\_\_\_\_  
\_\_\_\_\_

(Page No. Three)  
(Booklet Number)

Place of birth \_\_\_\_\_  
Date of birth \_\_\_\_\_  
Visible distinguishing marks \_\_\_\_\_

Photograph of the Bearer

Signature of Bearer \_\_\_\_\_

(Page No. Four)  
(Booklet Number)

(1) This passport is valid for travel to:  
  
All countries except Republic of South Africa.  
  
(2) Unless renewed validity of this passport expires on \_\_\_\_\_  
  
(3) No \_\_\_\_\_ Date \_\_\_\_\_  
  
Validity of this passport is extended upto \_\_\_\_\_



(4) No. \_\_\_\_\_ Date \_\_\_\_\_  
  
Validity of this passport is extended up to \_\_\_\_\_



(Page No. Five)  
(Booklet Number)  
Miscellaneous Service

Observation

(Page No. Six to Thirty-five)  
(Booklet Number)  
VISAS

Page No. Thirty-five)  
(Booklet Number)  
Foreign exchange for travelling expenses

No entries to be made on this page except by an authorised dealer in foreign exchange.

Date	Country of travel for which exchange has been sold	Amount issued or refunded sterling or rupee equivalent to nearest £ and Rs.	Signature and Stamp of Authorised Dealer selling exchange.

(Page No. Thirty-six)  
(Booklet Number)  
Regulations

(In Hindi)  
Registration

(In Hindi)  
Caution  
(In Hindi)

(Inside Back Cover)  
Regulations

- This passport is available for travel only to the countries specified on page 4, but may be endorsed for additional countries. The possession of a passport so endorsed does not exempt the holder from compliance with any immigration laws in force in any country or from the necessity of obtaining a visa where required.
- A passport can be revalidated at any time after the expiry of its existing validity but within its total life after which a fresh passport must be obtained.
- Passport should not be sent out of any country by post.

Registration

It is most important that Indian citizens resident abroad should at the earliest opportunity register their names and addresses at the nearest Indian Mission. This can be done by a letter if a personal visit to the Mission is not convenient. Changes of address or departure from the country should also be done by post.

Caution

- This passport is valuable document. It is the property of the Government of India. It should be in the custody either of the holder or of a person authorised by the holder, it should not be allowed to pass into the possession of any unauthorised person. If lost or destroyed, the fact and circumstances should be immediately reported to the nearest passport authority in India or (if the holder is abroad) to the nearest Indian Mission and to the local police.
- This passport may not be altered or mutilated in any way nor any endorsement made on it by any person other than a duly authorised official.
- This passport may be impounded or revoked at the discretion of the Government of India under the provisions of the Passport Act, 1967, in which event the holder must surrender the passport to the nearest passport authority.
- The passport is a sure means of establishing the holder's identity and should therefore, are carried personally.
- Any communication received by the holder from the passport authority regarding this passport should be complied with immediately.

FORM P-3(A)  
Form of Ordinary Passport  
Passport  
Emblem  
Republic of India

(Inside Front Cover)  
Emblem

THE PASSPORT RULES, 1980

These are to request and require in the name of the President of the Republic of India all those whom it may concern to allow the bearer to pass freely without let or hindrance and to afford him or her every assistance and protection of which he or she may stand in need.



(Page No. One)

This Passport contains 32 pages.

No. of passport \_\_\_\_\_  
Name of bear \_\_\_\_\_  
Accompanied by his wife \_\_\_\_\_  
(Maiden Name)  
And \_\_\_\_\_ children \_\_\_\_\_

Passport  
INDIA

National Status

(Page No. Two)  
(Booklet Number)  
DESCRIPTION

Profession \_\_\_\_\_  
Place and \_\_\_\_\_  
date of birth \_\_\_\_\_  
Domicile \_\_\_\_\_  
Height.      M.              Cm.              M.              Cm.  
Colour of eyes \_\_\_\_\_  
Colour of hair \_\_\_\_\_  
Visible distinguishing      marks \_\_\_\_\_

Children

Name	Date of Birth	Male/Female

(Page No. Three)  
(Booklet Number)  
Photograph of Bearer

PHOTO

Signature of Bearer \_\_\_\_\_

WIFE

PHOTO

THE PASSPORT RULES, 1980

Signature of Wife\_\_\_\_\_

(Page No. Four)  
(Booklet Number)

Countries for which this passport is valid

Unless renewed the validity of this passport expires on.

\_\_\_\_\_ Issued \_\_\_\_\_ at \_\_\_\_\_  
Date \_\_\_\_\_

(Page No. Five)  
(Booklet Number)  
Home Address

Permanent address in India  
(Including Village or Town, District and State)

\_\_\_\_\_

Name of Father/Husband and his full address  
(Including Village or Town, District and State)

\_\_\_\_\_

Observations

\_\_\_\_\_

(Pages No. Six)  
(Booklet Number)  
Renewals

\_\_\_\_\_

(Page No. Seven to Twenty-nine)  
(Booklet Number)  
VISAS

\_\_\_\_\_

(Page Nos. Thirty & Thirty-one)  
(Booklet Number)

Foreign exchange for travelling expenses

No entries to be made on this page except by an authorised dealer in foreign exchange.

Date	Country of travel for which exchange has been sold	Amount issued or refunded sterling or rupee equivalent to nearest £ and Rs.	Signature and Stamp of Authorised Dealer selling exchange.

(Page No. Thirty-two)  
(Booklet Number)  
Regulations  
(In Hindi)  
Registration  
(In Hindi)  
Caution  
(In Hindi)

\_\_\_\_\_

(Inside Back Cover)

Regulations

- This passport is available for travel only to the countries specified on page 4, but may be endorsed for additional countries. The possession of the passport so endorsed does not exempt the holder from compliance with any immigration laws in force in any country or from the necessity of obtaining a visa where required.
- Even if particulars of the wife of a passport holders are included in his passport, she cannot travel on it alone.
  - Children who are above fifteen years of age require separate passports.
- A passport can be revalidated at any time after the expiry of its existing validity but within its total life.
- Passport should not be sent out of any country by post.



THE PASSPORT RULES, 1980

REGISTRATION

It is most important that Indian Citizen resident abroad should at the earliest opportunity registrar their names and addresses at the nearest Indian Mission. Change of address or departure from the country should also be notified to them.

CAUTION

1. This passport is a valuable document. It should not be allowed to pass into the possession of any unauthorised person. If lost or destroyed, the acts and circumstances should be immediately reported to the nearest "passport issuing authority" in India or (if the holder is abroad) to the nearest India Mission and to the local Police.
2. This passport must not be altered or mutilated in any way nor any endorsement made on it by person other than a duly authorised official.
3. This passport may be cancelled or withdrawn at any time at the discretion of the Government of India, in which event the holder must surrender the passport to the nearest passport issuing authority.
4. The passport is a sure means of establishing the holder's identity and should, therefore, be carried personally.



VISAS

FOREIGN EXCHANGE FOR TRAVELLING EXPENSES

No entries to be made on this page except by an authorised dealer in foreign exchange

Date	Country of travel for which exchange has been sold	Amount issued or refunded sterling or rupee equivalent to nearest £ and Rs.	Signature and Stamp of Authorised Dealer selling exchange.

Name of Father/legal guardian

Name of Mother

Name of Spouse

Visible distinguishing of the passport holder

Number of Children

REGISTRATION

INDIAN CITIZENS RESIDENT ABROAD IS ADVISED TO REGISTER THEMSELVES AT THE NEAREST INDIAN MISSION, POST.

CAUTION

THIS PASSPORT IS THE PORPERTY OF THE GOVERNMENT OF INDIA, ANY COMMUNICATION RECEIVED BY HOLDER FROM THE PASSPORT AUTHORITY REGARDING THIS PASSPORT INCLUDING DEMAND FOR ITS SURRENDER SHOULD BE COMPLIED WITH IMMEDIATELY.

PASSPORT SHOULD NOT BE SENT OUT OF ANY COUNTRY BY POST. IT SHOULD BE IN THE CUSTODY EITHER OF THE HOLDER OR OF A PERSON AUTHORISED BY THE HOLDER IT MUST NOT BE ALTERD OR MULTILATED IN ANY WAY.

LOSS THEFT OR DESTRUCTION OF PASSPORT SHOULD BE IMMEDIATELY REPORTED TO THE NEAREST PASSPORT AUTHORITY IN INDIA OR IF THE HODER IS ABROAD TO THE NEAREST INDIAN MISSION AND TO THE LOCAL POLICE ONLY AFTER EXHAUSTIVE ENQUIRIES SHALL A REPLACEMENT PASSPORT BE ISSUED.

No. \_\_\_\_\_  
This is to certify that \_\_\_\_\_  
\_\_\_\_\_

has applied to me for the grant of an Emergency Certificate and that I have no reason to doubt his/her statement.

SEAL

Date \_\_\_\_\_

No.

- (a) Profession \_\_\_\_\_
- (b) National Status \_\_\_\_\_
- (c) Father's/Husband's name \_\_\_\_\_
- (d) Place and date of birth \_\_\_\_\_
- (e) Address in India \_\_\_\_\_
- (f) Visible distinguishing marks, if any \_\_\_\_\_
- (g) Height \_\_\_\_\_
- (h) Colour of hair \_\_\_\_\_
- (i) Colour of eyes \_\_\_\_\_

No.  
The holder is accompanied by a-child/ children whose Particulars are shown below:

S.	No.	Name	Date of birth	Sex
1.				
2.				
3.				
4.				

Photograph of Bearer

Signature of a bearer \_\_\_\_\_

No. \_\_\_\_\_

This certificate is only valid for journey to \_\_\_\_\_  
\_\_\_\_\_ Via \_\_\_\_\_  
\_\_\_\_\_

Unless renewed the validity of this certificate expires on \_\_\_\_\_  
\_\_\_\_\_

Renewed up to \_\_\_\_\_  
Date \_\_\_\_\_

Emergency Certificate

(Page No. one)  
Emblem  
Emergency Certificate

Signature of issuing Authority \_\_\_\_\_

(Page No. Two)  
Description

(Page No. Three)

Particulars of child/children

(Page No. Four)

(Page No. Five)

\_\_\_\_\_

No.  
VISAS

(Page No. 6)  
No.  
VISAS

N.B.-The possession of this Emergency Certificate does not exempt the holder from compliance with any immigration regulations in force in the country of destination or from the necessity of obtaining a visa where required.

FORM P5  
(Front Cover)  
Government of India  
Emblem

Identity Certificate

\_\_\_\_\_

(Inside Front Cover)  
Emblem  
Identity Certificate

This certificate is issued for the sole purpose of providing, the holder with identity papers in lieu of a national passport. It is without prejudice to and in no way affects the National Status of the holder . If the holder obtains a National passport, this certificate ceases to be valid and must be-surrendered to the nearest Indian Passport Issuing Authority.

This certificate is valid for travel to countries mentioned on page 5 and its validity expires on \_\_\_\_\_  
\_\_\_\_\_

Place \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_

This Identity Certificate.  
contains 13 pages.

(Page No. One)

Identity Certificate  
India

No. of Identity  
Certificates \_\_\_\_\_  
\_\_\_\_\_

Name of holder \_\_\_\_\_  
Nationality of origin \_\_\_\_\_

(Page No. Two)

(Personal Description)

Profession \_\_\_\_\_  
Date of birth \_\_\_\_\_  
Place of birth \_\_\_\_\_  
Name of Father/husband \_\_\_\_\_  
Name of mother \_\_\_\_\_  
Height \_\_\_\_\_  
Colour of hair \_\_\_\_\_  
Colour of eyes \_\_\_\_\_

(Page No. Three)

No.  
Distinguishing marks \_\_\_\_\_  
Present occupation \_\_\_\_\_  
Last permanent address abroad \_\_\_\_\_  
\_\_\_\_\_  
Present address \_\_\_\_\_

(Page No. Four)

No.  
The holder is accompanied by a child/ \_\_\_\_\_ children whose particulars are given below:

Particular of Children

S.NO.	Name	Date of birth	Sex
-------	------	---------------	-----

THE PASSPORT RULES, 1980

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Photograph of Holder

Signature of a holder\_\_\_\_\_

No.  
  
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Page No. Five)

Endorsements

(Page Nos. Six & Seven)  
Renewals

(Page Nos. 8 to 13)  
VISAS

FORM P6  
Form of India-Bangladesh Passport for travel between Bangladesh and India (Front Cover)

India-Bangladesh Passport  
Emblem  
Republic of India

(Inside Front Cover)

Emblem

These are to request and require in the name of the President of the Republic of India all those whom it may concern to allow the bearer to pass freely without let or hindrance, and to afford him or her every assistance and protection of which he or she may stand in need.

Given at \_\_\_\_\_  
Day of \_\_\_\_ 19 \_\_\_\_ By order of the President of the Republic of India-



(Page No. One)

This passport contains 32 pages.

Government of India  
PASSPORT

This passport is valid only for direct travel between India and Bangladesh and may not be used for travel to any other country.

No. of Passport \_\_\_\_\_  
Name of Bearer \_\_\_\_\_

Permanent address in India

Village or Town \_\_\_\_\_  
Police Station \_\_\_\_\_

THE PASSPORT RULES, 1980

District \_\_\_\_\_ State \_\_\_\_\_  
Accompanied by \_\_\_\_\_  
Children \_\_\_\_\_

National Status \_\_\_\_\_

(Page No. Two)  
(Booklet Number)  
DESCRIPTION

Profession \_\_\_\_\_  
Place, district and State of birth \_\_\_\_\_  
Date of birth \_\_\_\_\_  
Domicile \_\_\_\_\_  
Height \_\_\_\_\_ M \_\_\_\_\_ Cm \_\_\_\_\_  
Colour of eyes \_\_\_\_\_  
Colour of Hair \_\_\_\_\_  
Visible distinguishing Marks \_\_\_\_\_

CHILDREN

Name	Date of birth	Male/Female
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

(Page No. Three)  
(Booklet Number)  
Photograph of bearer

Photograph of Bearer

Signature of a bearer \_\_\_\_\_

(Page No. Four)  
(Booklet Number)

Unless renewed the validity of this passport expires on

Renewals

(Page No. Five)  
(Booklet Number)

Name of father and his full address  
(Including village or town, district and state)

If holder is married lady or a widow, name, occupation and address or last address of husband  
\_\_\_\_\_

Page Nos Six to Sixteen)  
(Booklet Number)  
VISAS

(Page Nos. Seventeen to Thirty)  
(Booklet Number)  
Endorsements

(Page Nos. Thirty-one and Thirty-two)  
(Booklet Number)  
Foreign exchange for travelling expenses

No entries to be made on this page except by an authorised dealer in foreign exchange.

Date	Amount issued or refunded (Sterling Stamp and signature of Authorised or Rupee equivalent nearest £ or Rs. Dealer selling exchange.

(Inside Back Cover)  
Important

- 1. This passport is the property of the Government of India, and may at the discretion of that Government, at any time, be revoked, and where the passport is so revoked, it shall be lawful for that Government to retain its possession if it is in its possession and to recover its possession if it is not in its possession.
- 2. In case of loss of this passport, that fact and the circumstances leading to the loss must be reported immediately to the issuing authority and the nearest police station or, if loss occurs while in Bangladesh, to the nearest Indian Diplomatic Mission and the local police.
- 3. This passport must not be altered or mutilated in any way nor any endorsement made on it by any person other than duly authorised official.

Regulations

- 1. Application for renewal must be made before the date of expiry of the passport and normally not more than three months before such expiry.
- 2. The possession of this passport does not exempt the bearer from compliance with visa and numeration regulations of Bangladesh and emigration rules of India.
- 3. (i) A separate passport must be taken out for each person above fifteen years of age.  
(ii) Children under fifteen years of age may be included in the passport of either parent whom they accompany.
- 4. This passport should not be sent out of the country of residence by post.

FORM P-7.  
Form of India Sri- Lanka Passport  
(Front Cover)  
India-Sri Lanka Passport  
Emblem  
Republic of India

(Inside Front Cover)  
Emblem

These are to request and require in name of the President of the Republic of India all those whom it may concern to allow the bearer to pass freely without let or hindrance, and to afford him or her every assistance and Protection of which he or she may stand in need.

Given at \_\_\_\_\_  
Day of \_\_\_\_19\_\_\_\_By order of the President of the Republic of India-

(Page No. One)

This passport contains 32 pages.

Government of India  
PASSPORT

This Passport is valid only for direct travel between India and Sri Lanka and may not be used for travel to any other country.

No. of Passport \_\_\_\_\_ Name of Bearer \_\_\_\_\_

Permanent Address in India/Sri Lanka

Village or Town \_\_\_\_\_  
Police Station \_\_\_\_\_  
District \_\_\_\_\_ State \_\_\_\_\_ Province \_\_\_\_\_  
Accompanied by \_\_\_\_\_  
Children \_\_\_\_\_

National Status

\_\_\_\_\_

(Page No. Two)  
(Booklet Number)  
Description

Profession \_\_\_\_\_  
Place and date of birth \_\_\_\_\_  
Domicile \_\_\_\_\_  
Height \_\_\_\_\_ M \_\_\_\_\_ Cm \_\_\_\_\_

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Colour of eyes \_\_\_\_\_  
Colour of Hair \_\_\_\_\_  
Visible distinguishing Marks \_\_\_\_\_  
Name of father and his address \_\_\_\_\_  
If married lady or a widow, name and address of husband \_\_\_\_\_

Name	Date of birth	Male/Female
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____

Photograph of Bearer

Signature of a bearer\_\_\_\_\_

Unless renewed the validity of this passport expires on  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

1. This passport is only available for travel to Sr. Lanka.
2. The possession of this passport does not exempt the bearer from compliance with and immigration regulations of Sri Lanka and the emigration regulation of India.
3. (i) A separate passport must be taken out of each person above fifteen years of age;
- (ii) Children under fifteen years of age may be included in the passport of either parent whom they accompany.
4. A passport can be revalidated at any time after the expiry of its existing validity but within its total life.
5. This passport should not be sent out of the country of residence by post.

CHILDREN

(Page No. Three)  
(Booklet Number)  
Photograph of bearer

(Page No. Four)  
(Booklet Number)

Renewals

(Page No. Five)  
(Booklet Number)  
Renewals

(Page Nos. Six to Sixteen)  
Booklet Number)  
VISAS

(Page Nos. Seventeen to Thirty-one)  
(Booklet Number)  
Endorsement

(Page No. Thirty-two)  
(Inside Back Cover)  
Regulations  
(In Hindi)  
Caution  
(In Hindi)

(Inside Back Cover)  
Regulations

THE PASSPORT RULES, 1980

Caution

1. This passport is a valuable document it should not be allowed the possession of any unauthorised person. If lost or destroyed, to pass into circumstances should be immediately reported to the nearest he fact and Authority “ in India or (if the holder is in Sri Lanka) to the Indian Mission and to the local police.
2. This passport must not be altered or mutilated in any way nor any endorsement made on it by any person other than a duly authorised official.
3. This passport may be cancelled or withdrawn at any time at the discretion of the Government of India in which event the holder must; surrender the Passport to the nearest Passport Issuing Authority.
4. The passport is a sure means of establishing the holder’s identity and should therefore carried personally.

FORM P - 8  
Form of India Sri Lanka Passport for Repatriates  
(Front cover)  
India-Sri Lanka Passport  
(For Repatriates 1964 and 1974 Agreements)  
Emblem  
Republic of India

(Inside Front Cover)  
Emblem

These are to request and require in the name of the President of the Republic of India all those whom it may concern to allow the bearer to pass freely without let or hindrance, and to afford him or her every assistance and protection of which he or she may stand in need.

Given at \_\_\_\_\_  
Day of \_\_\_\_19\_\_\_\_\_. By order of the President of the Republic of India

(Page No. One)

This passport contains 16 pages.

Government of India  
PASSPORT

This Passport is valid only for direct travel between India and Sri Lanka and may not be used for travel to any other country.

No. of Passport \_\_\_\_\_ Name of Bearer \_\_\_\_\_

Address

In India \_\_\_\_\_  
\_\_\_\_\_

In Sri Lanka \_\_\_\_\_  
\_\_\_\_\_

Accompanied by \_\_\_\_\_ Children \_\_\_\_\_

National status  
Citizen of India  
(Page No. Two)  
(Booklet Number)  
Description

Profession \_\_\_\_\_  
Place, district and State of birth \_\_\_\_\_  
Date of birth \_\_\_\_\_  
Domicile \_\_\_\_\_  
Height \_\_\_\_\_ M \_\_\_\_\_ Cm \_\_\_\_\_  
Colour of eyes \_\_\_\_\_  
Colour of Hair \_\_\_\_\_  
Visible distinguishing Marks \_\_\_\_\_

CHILDREN

Name	Date of birth	Male/Female
1.	_____	_____
2.	_____	_____



THE PASSPORT RULES, 1980

3. \_\_\_\_\_

4. \_\_\_\_\_

(Page No. Three)

(Booklet Number)

Photograph of bearer

Photograph of Bearer

Signature of a bearer\_\_\_\_\_

(Page No. Four)

(Booklet Number)

Unless renewed the validity of this passport expires on

Renewals

(Page No. Five)

(Booklet Number)

Observation

HIGH COMMISSION OF INDIA IN SRI LANKA, COLOMBO  
ASSISTANT HIGH COMMISSION OF INDIA KANDY (SRI LANKA)  
CERTIFICATE OF REGISTRATION  
(India Sri Lanka Agreements, 1964 and 1974)

It is certified that the person whose particulars are given in this passport has been registered by me as a citizen of India under the provision of Sec. 5 (1) (b) of the Citizenship Act, 1955 vide Number \_\_\_\_\_,dated\_\_\_\_\_

Third Secretary/ Attache/Competent  
Authority

(Page Nos. Six to Eleven)

(Booklet Number)

Endorsements

(Page Nos. Twelve to Fifteen)

(Booklet Number)

VISAS

(Page No. Sixteen)

(Booklet Number)

Regulation

(In Hindi)

Caution

(In Hindi)

(Inside Back Cover)

Regulation

1. This passport is only available for travel to Sri Lanka.
2. The possession of this passport does not exempt the bearer from compliance with visa and immigration regulations of Sri Lanka and the emigration regulations of India.
3. (i) A separate passport must be taken out for each person above fifteen years of age;
- (ii) Children under fifteen years of age may be included in the passport of either parent whom they accompany.
4. A passport can be revalidated at any time after the expiry of its existing validity but within its total life.
5. This passport should not be sent out of the country of residence by post.

Caution

1. This passport is a valuable document. It should not be allowed to pass into the possession or any unauthorised person. If lost or destroyed the fact and circumstances should be immediately reported to the nearest Passport Issuing Authority in India or (if the holder is in Sri Lanka) to the Indian Mission and to the local police.
2. This Passport must not be altered or mutilated in any way nor any endorsement made on it by any person other than a duly authority official.

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3. This passport may be, cancelled or withdrawn at any time at the discretion of the Government of India, in which event, the holder must surrender the passport to the nearest passport issuing authority.
4. The passport is a sure means of establishing the holder's identity and should, therefore, be carried personally.

<sup>1</sup>[SCHEDULE III-A  
[See Sub-rule (2) of rule 5]

S. No. Description of passport application form Cost in India Cost abroad			
(1)	(2)	(3)	(4)
1.	EA (P)-1 Application for	Rs. 10/-	-
2.	EA (P)-1 External application.	-	Rs. 10/-
3.	EA (P)-2 EA (P)-2 Ext., and)-5	Rs. 5/-	Rs. 5/-

1. Ins. by G.S.R. 100 (E), dated 4<sup>th</sup> March, 1991 (*w.e.f.* 4<sup>th</sup> March, 1991)

[SCHEDULE IV

(See Rule 8)  
Schedule of Fees payable in respect of Applications for passport and  
Travel Documents

1	2	INDIA 3	ABROAD 4
<b>New Passports</b>			
1. Ordinary passport with a maximum validity of ten years (no extra fee will be charged for renewals upon ten years if initial validity is less).	Rs. 300		Rs. 750
2. India-Bangladesh Passport with a maximum initial validity of three years (no extra fee will be charged for renewals up to three years if the initial validity is less).	Rs. 200		Rs. 500
3. India-Sri Lanka Passport with a maximum initial validity of four years (no extra fees will be charged for renewals up to four years life if initial validity is less).	Rs. 200		Rs. 500
<b>Special Travel Documents-</b>			
4. Emergency Certificate.		-	Rs. 100
5. Certificate of identity with a maximum initial validity of six years.	Rs. 100		Rs. 250
6. Additional Passport for any country under the proviso to Rule 13 up to initial validity of one year (no extra fee will be charged for renewals up to ten year).	Rs. 300		Rs. 750
<b>Renewal of Travel Documents-</b>	Rs. 200		Rs. 500
7. Renewal of ordinary passport with an initial validity of five years for a maximum validity of ten years (the renewals fee will be charged in one lump sum once only even though period of validity may be less than five years depending upon discretion of Passport Issuing Authority or according to instructions from Government authorities)			
8. Renewal of India-Bangladesh Passport with a maximum validity of three years after initial validity of three year, (the renewal fee will be charged in one lump sum once only, even though period of validity may be less than three years, depending upon discretion of Passport Issuing Authority or according to instructions from Government authorities).			Rs. 250
9. Renewal of India-Sri Lanka a ort with a maximum validity of three years the renewal fee will be charged in one lump sum once only, even though period of validity may be less than four depending upon discretion of Passport Issuing Authority or according to instruction from Government authorities)			Rs. 250
10. Renewal of Emergency Certificate (two renewals for three months at a time). Per renewal.		-	Rs. 200

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11. Renewal of Certificate of Identity (per year or part thereof upto two years).	Rs.50	Rs.125
11. (a) Renewal of additional passport after five years (the renewal fee will be charged in one lump sum only).	Rs.200	Rs.500
<b>Miscellaneous Services –</b>		
12. Additional endorsement or other miscellaneous services on ordinary passport (not being a miscellaneous service referred to in entry fourteen of this Schedule).	Rs.100	Rs.250
13. Adding supplementary pages when all the pages in an existing ordinary passport are used up.	Rs.100	Rs.250
14. Any miscellaneous service requiring issue of a fresh passport booklet.	Rs.300	Rs.750
15. Additional endorsements or miscellaneous service on an Emergency Certificate.	-	Rs.200

16. Additional endorsements or miscellaneous service on a Certificate of Identity.	Rs.100	Rs.250
17. Miscellaneous service on an India-Bangladesh Passport.	Rs.100	Rs.250 (in Bangladesh)
18. Issue of additional pages when all the pages in an existing India-Bangladesh passport are used up.	Rs.100	Rs.250 (in Sri Lanka)
19. Miscellaneous service on an India-Sri Lanka Passport.	Rs.100	Rs.250
20. Issue of additional pages when all the pages in an existing India-Sri Lanka passport are used up.	Rs.100	Rs.250
<b>Duplicate Passport and other Document in lieu of Lost or Damaged Documents –</b>		

21. Issue of duplicate passport in lieu of the ordinary passport on the ground that it has been lost stolen, damaged or for any other such reasons.	Rs.2500	Rs.6250
22. Renewal of duplicate passport normal validity.	Rs.200	Rs.500
23. Issue of duplicate Emergency Certificate in lieu of the Emergency Certificate on the ground that it has been lost, damaged or destroyed, or for any other such reasons.	-	Rs.500
24. Issue of duplicate Certificate of Indemnity in lieu of the Certificate of Indemnity on the found that it has been lost, stolen, damaged or destroyed, or for any other such reason.	Rs.300	Rs.750
25. Issue of duplicate passport in lieu of the India-Bangladesh Passport on the ground that it has been lost, stolen, damaged or destroyed or for any other such reason.	Rs.500	Rs.1250 (In Bangladesh)
26. Renewal of duplicate India-Bangladesh Passport for normal validity.	Rs.200	Rs.500
27. Issue of duplicate passport in lieu of the India-Sri Lanka Passport on the ground that it has been lost, stolen, damaged or destroyed.	Rs.500	Rs.1250 (In Sri Lanka)
28. Renewal of duplicate India-Sri Lanka Passport for normal validity.	Rs.200	Rs.500

SCHEDULE V  
(See rule 19)

Conditions relating to the issue of Passport and Travel Document

1. A Passport or travel document is available for travel only to the countries specified therein and must not be utilised for travel to other countries.
2. A Passport or travel document must not be utilised for travel to countries not recognised by the Government of India.
3. A Passport or travel document should not be sent out of any country by post.
4. A Passport or travel document should not be allowed to pass into the possession of any unauthorised person.
5. The holder of a Passport or travel document is personally responsible for its safe custody. It must not be wilfully lost, damaged or destroyed. In case of an unintentional loss or destruction the fact and circumstances of such loss or destruction should be immediately reported to the nearest passport authority in India or (if the holder of the passport is abroad) to the nearest Indian Mission or Post and to the local police. -
6. A Passport or travel document must not be altered or mutilated in any way nor any endorsement made in it by any person other than a duly authorised official.
7. If the particulars of children are included in the passport or travel document of parent or guardian, as the case may be, the children shall not travel alone.
8. Children, whose names are included in the passport or travel document of their parent or legal guardian, should apply for- a separate passport on attaining the age of 15 years.
9. When a citizen of India abroad is to be repatriated to India at the expense of Government of India, he shall surrender his passport or travel document to the Indian Mission or Post repatriating him and obtain in Emergency Certificate for direct return to India.
10. The holder of an Emergency Certificate, on arrival in India, shall surrender it to the Immigration Check Post.
11. The passport or travel document should be surrendered to the passport authority if he ceases to be eligible to hold one.
12. A diplomatic or official passport shall automatically cease to be valid if the person to, whom it was issued ceases to exercise the functions which rendered him eligible to receive a diplomatic or official passport. In such an event, the passport shall be surrendered to a passport authority.

**NOTE** – Principal rules were published vide Notification No., G.S.R. 691 (E), dated 11<sup>th</sup> December, 1980, in the Gazette of India, Extraordinary, Pt. II, Sec. 3 (i), and are subsequently amended by -

- (i) G.S.R. 50 (E), dated 7<sup>th</sup> February, 1981 (Corrigendum).
- (ii) G.S.R. 494 (E), dated 10<sup>th</sup> June, 1981.
- (iii) G.S.R. 469 (E), dated 24<sup>th</sup> June, 1982.
- (iv) G.S.R. 325 (E), dated 12<sup>th</sup> April, 1983
- (v) G.S.R. 482 (E), dated 13<sup>th</sup> June, 1983
- (vi) G.S.R. 494 (E), dated 16<sup>th</sup> June, 1983.
- (vii) G.S.R. 345 (E), dated 29<sup>th</sup> March, 1984.
- (viii) G.S.R. 860 (E), dated 1<sup>st</sup> November, 1985.
- (ix) G.S.R. 857 (E), dated 13<sup>th</sup> October, 1987.
- (x) G.S.R. 1155 (E), dated 21<sup>st</sup> November, 1988.
- (xi) G.S.R. 84 (E), dated 11<sup>th</sup> February, 1988.

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- (xii) G.S.R. 622 (E), dated 27<sup>th</sup> June, 1990.
- (xiii) G.S.R. 653 (E), dated 20<sup>th</sup> July, 1990.
- (xiv) G.S.R. 100 (E), dated 4<sup>th</sup> March, 1991.
- (xv) G.S.R. 275 (E), dated 20<sup>th</sup> March, 1991.
- (xvi) G.S.R. 586 (E), dated 21<sup>st</sup> June, 1991.
- (xvii) G.S.R. 111 (E), dated 22<sup>nd</sup> January, 1992.
- (xviii) G.S.R. 684 (E), dated 15<sup>th</sup> June, 1992.
- (xix) G.S.R. 721 (E), dated 7<sup>th</sup> August, 1992.
- (xx) G.S.R. 477 (E), dated 24<sup>th</sup> June, 1993.
- (xxi) G.S.R. 485 (E), dated 1<sup>st</sup> July, 1993.
- (xxii) G.S.R. 503 (E), dated 10<sup>th</sup> July, 1993.

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[In 11](#)