Miscellaneous Services

Surrender of Indian Passport

Additional documents required

• Declaration in form XXII **https://blsindiavisa-uae.com/passport/pdf/FORM-XXII.pdf** in duplicate and Particulars for Form XXII **https://blsindiavisa-uae.com/passport/pdf/PARTICULARS-FOR-FORM-XXII.pdf**

• Form number XXIV **https://blsindiavisa-uae.com/passport/pdf/FORM-XXIV.pdf** in duplicate

• Form number XXIV – A **https://blsindiavisa-uae.com/passport/pdf/FORM-XXIV-A.pdf** in triplicate

• Current original Indian Passport for submission along with application form.

• Valid foreign passport, along with previous foreign passports if any, and photocopies of pages first two, last two and pages containing valid visa and other observations.

• Copy of Citizenship Certificate/ Naturalization Certificate/Registration Certificate [in English from foreign Country/ other Nationality Id copy which is having the date of acquiring new nationality. If any one of these documents is not available then Original letter (copy to be submitted) required from their respective Embassy/Consulate in UAE which states the date of acquiring nationality]

• If the applicant is born abroad and obtained foreign passport on the basis of birth in the country and not by naturalization then, the applicant is required to provide a photocopy of the full Birth Certificate duly attested by the concerned Indian Mission/ Post for the country.

• Sworn Affidavit - XXII Form **https://blsindiavisa-uae.com/passport/pdf/FORM-XXII.pdf** prescribed under section 8 of the Citizenship Act, duly attested by the Consulate General of India, Dubai.

• For minors, Parental authorization, sworn affidavit by Parents

• Applicant to be holding valid visa

Note:

• The applicant should submit the application in person for identification. But in case of Minor's (Under Eighteen years of age) parents passport copies and residence visa copy are required and the minor should be accompanied by both the parents at the time of submission of the application for identification.

• All applicants who have had a name change after acquiring Foreign or any other nationality should fill in the surrender form using the name mentioned on their last/valid Indian Passport.

Applicant should also be aware that the surrender certificate will be issued on the name mentioned of their 'surrendered' Indian Passport.

•In the event of loss of previously held Indian passport, applicant will only be issued **Renunciation Certificate** with remark that original Indian passport not surrendered, subject to submission of an Affidavit for loss of passport, Police Report and a copy of the lost Indian passport, if any.

•In case the applicant has neither a passport nor a photocopy thereof, he/she should bring originals as well as photocopies of the supporting documents such as educational certificates, birth certificate, PAN number, ration card etc., along with visa application or OCI application or stand alone, as the case may be, to the Consulate for verification of his Indian nationality by the officer concerned.

•Processing time vary from application to application at the sole discretion of the Consulate General of India and some applications may take longer than others to get processed.

• The Consulate General of India reserves the right to ask for additional documents if required.

•Applicants are advised to transfer their valid visas from Indian Passport to Foreign passport to avoid further inconvenience.

Steps to apply:

Step 1) Registration :

To apply for passport services, go to portal of Passport Seva at Indian Consualtes and Embassies - **https://embassy.passportindia.gov.in/** . Thereafter select the region/country – United Arab Emirates.

Or,

Click on the link - **https://portal5.passportindia.gov.in/Online/index.html**

This will direct you to registration link at portal of 'Passport Seva at Indian Embassies and Consulates' for United Arab Emirates.

After filling some requisite details, you will be registered and thereafter you can login using the registered credentials.

Step 2) Login : Login, and click on "Surrender of Indian Passport"

Step 3) Form Filling : Fill the application carefully and submit the form online. Then take printout of the online submitted application form.

Step 4) Photo & Signature : Affix recent coloured photograph with white background at the designated place. Size of photo should be 51mm*51mm. Follow the link for more details: **https://www.blsindiavisa-uae.com/passport/passport-photo-specification.php**

Step 5) Online Appointment : Visit the website of BLS and book an appointment for desired time slot, date and location for submission of application using link:

https://www.blsindiavisa-uae.com/appointmentbls/appointment.php

Step 6) Submission of application at BLS Centre : Visit the nearest BLS Center on the scheduled time and date along with requisite documents and submit the application along with the prescribed fee. Signature on the application should be appended before the BLS staff at the designated places during submission.

Documents required can be seen at the link:
https://www.blsindiavisa-uae.com/passport/passport-requirement-cgi.php

Tracking of Surrender application : Status of Surrender applications can be seen using link **https://portal5.passportindia.gov.in/Online/index.html**   and by clicking on 'Track Status' link.

Step 7) Deliver of Surrender certificate : Surrender certificate will be delivered either through courier or can be collected directly from BLS or Embassy/Consulate as per the option provided by the applicant.