

Steps to apply for Diplomatic/Official Passports

Step 1) Registration :

To apply for passport services, go to portal of Passport Seva at Indian Consulates 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 "Apply for Diplomatic/Official 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.

Tracking of passport application : Status of passport 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 passport : Passports will be delivered either through courier or can be collected directly from BLS or Embassy/Consulate as per the option provided by the applicant.