

Checklist of **FRESH APPLICATION** for Indian Passport

Documents required for age above 18+ years

Proof of Date of Birth

(minimum any two required)

- School Leaving
- Driving License
- PAN Card
- Policy Bond issued by the Public Life Insurance Corporation / Companies having the DOB of the holder of the insurance policy

Proof of present address

(minimum any two required)

- Electricity bill of last & current year
- Bank passbook of running account
- Election card
- Landline / post paid mobile bill
- Rent Agreement
- Proof of Gas Connection
- Income Tax Assessment Order
- Certificate from Employer of reputed companies on letter head

*Last education marksheet / degree certificate (compulsory)

Documents required for minor age

Proof of Date of Birth

(minimum any two required)

- Birth Certificate (for age up to 18 yr)
- School Leaving (for age above 15 yr)
- Aadhar card
- School ID Card / Bonafied Certificate
- Policy Bond issued by the Public Life Insurance Corporations / Companies having the DOB of the holder of the insurance policy

Proof of present address

(minimum any two required)

- Rent Agreement
- Parent's landline / post paid mobile bill
- Income Tax Assessment Order
- Proof of Gas Connection
- Last & first page of parent's passport copy
- Annexure D (provided by us)
- Parent's Electricity bills of last & current year

*Last education marksheet / degree certificate (compulsory)

***Carry all original document's along with 1 Xerox copy, application form and appointment confirmation copy.**