

Surrender of Indian Passport/Renunciation of Indian Citizenship Checklist Rev. 3.0



Applicant's Name		Submission Officer	
Passport Number		Date	DD-MM-YYYY



Use black ink only whilst completing your Application Form and Checklist.
Check mark all requirements below that are complied with.
Sign at the end of each page of the Checklist.

Entry to BLS International Services Canada Inc., Indian Visa Application Centers (VAC):

1. Due to the limited size of VACs, attorneys (those accompanying applicants), relatives, drivers, or friends are not allowed in the VAC.
2. An applicant may however, bring one person to assist him/her if he or she is elderly, disabled, or a minor child.
3. Please Walk In.
4. If you cannot visit the VAC, it is recommended that you use the postal service to submit your application.
5. Alternatively, to book a pickup and/or drop via FedEx, visit <http://www.blsindia-canada.com/vas/>

<input type="checkbox"/>	<p>IMPORTANT- In case of person acquired Canadian citizenship before 31 May 2010 and claiming to have surrendered last held Indian passport but the same is not bearing any surrender number but a stamp of 'cancelled' and "This passport is cancelled as the holder has acquired Canadian nationality. This passport is no longer valid as a travel document or a proof of Indian nationality", please note the following instructions for implementation with immediate effect:</p> <ul style="list-style-type: none"> • Indian origin applicant who acquired Canadian citizenship on or before 31 May 2010 and has <u>copy of citizenship certificate</u>. • Subsequently surrendered Indian passport but it has only stamp (as mentioned above) and no reference number on it. • Subsequently availed visa from this Consulate and <u>has copy of the same</u>. • With <u>self-declaration</u> can apply surrender of last held Indian passport with surrender fee but without retention penalty. (Link for declaration) • It is being implemented with immediate/prospective effect and any surrender or retention fee already paid shall not be refunded/reimbursed.
<input type="checkbox"/>	<p>Online Application Form:</p> <ul style="list-style-type: none"> - Visit: https://embassy.passportindia.gov.in - First time applicants need to register and make an account to be able to fill online application. If registered already, please log in and fill the application. - Please check all the details before validating and printing the form as after submission online, no changes can be made. Ensure that all data entered matches with your current passport. - In case of an error, please register a fresh online application.
<input type="checkbox"/>	<p>Photograph:</p> <ul style="list-style-type: none"> - One photo of size 51mm x 51 mm. - Photo must be compliant with specifications; refer to http://blsindia-canada.com/photo_spec.php - You can avail of this service at the VAC; go to: http://www.blsindia-canada.com/vas.php
<input type="checkbox"/>	<p>Signatures:</p> <ul style="list-style-type: none"> - Signature or thumb impression at specified space in the application form - Minor Applicant (Below 18 Years) : <ul style="list-style-type: none"> o If a minor cannot sign, using only blue or black ink, apply left thumb impressions for boys and right for girls. o Both parents must sign at the end of application, under the Applicant's signature/thumb impression.
2	<p>Documents:</p> <ul style="list-style-type: none"> - Indian passport Original and Photocopies - Citizenship Certificate (Photocopies) - Canadian/Foreign passport (Photocopies) - Proof of Address (Photocopy of Driver's License/Utility Bill/Bank Statement) (The latter two must be less than 6 months old)

Signature of Applicant _____

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3	<p>Fees:</p> <p>Refer to fee schedule at: http://blsindia-canada.com/renunciation_ppt.php and click at the tab Fee</p>
<input type="checkbox"/>	<p>Mail In Applications:</p> <ul style="list-style-type: none"> - Enclose a certified cheque, in favor of 'BLS International Service Canada Inc.' to include: <ul style="list-style-type: none"> o HCI/CGI Surrender/Renunciation Fee. o HCI/CGI Passport Retention Fee as Canadian/Foreign Citizen. o HCI/CGI Penalty for Travelling on Indian Passport as Canadian/Foreign Citizen. o HCI/CGI Penalty for Renewal/Re-issue of Indian Passport as Canadian/Foreign Citizen. o HCI/CGI Penalty for Misc. Passport Services obtained as Canadian/Foreign Citizen. o ICWF Consular Surcharge Fee. - Enclose a separate certified cheque, in favor of 'BLS International Services Canada Inc.,' to include: <ul style="list-style-type: none"> o BLS Processing Fee. o Add: Return Courier charges.
<input type="checkbox"/>	<p>Walk In Applications:</p> <ul style="list-style-type: none"> - Pay as above, at the VAC. - In cash or by debit card.

The above guidelines are defined by the High Commission of India, Canada, for consular services for India, and must be strictly followed. The High Commission of India, Canada Information and Application Centre will not accept applications which do not meet above guidelines. They also reserve the right to ask for a personal interview. BLS International Services Canada Inc. have no say on whether you will be granted a visa/passport/PIO card/OCI card for India, as this is entirely the prerogative of the High Commission of India, Canada. The Mission may also request for additional documentation at any time during or after the submission of the application.

Undertaking: I certify that my documents are arranged in the order given at the Checklist above. I have been informed that any insufficiency in documentation as mentioned in the Checklist may lead to a delay in the processing/rejection of my application.

Signature of Applicant _____