



Please arrange documents in following order:

| Checklist for Surrender of Indian Passport |                                                                                                                                                                                                                                                                                                                          |  |
|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| 1.                                         | <b>Completed and signed application form</b> for Surrender of Indian Passport (to be signed by either parent in case of minor applicant). <b>Applicant must upload an ICAO-compliant photograph, a scanned copy of their signature and all other relevant documents prior to submitting the application (MANDATORY).</b> |  |
| 2.                                         | <b>Original Indian passport</b> (Not attested copies please).<br>All the submitted Passports will be returned after re-issue of new Passport.                                                                                                                                                                            |  |
| 3.                                         | <b>One recent photograph</b> of size 35mm X 45mm with white background.                                                                                                                                                                                                                                                  |  |
| 4.                                         | <b>In case the Indian Passport is LOST:</b> <ul style="list-style-type: none"><li>• Photocopy of Indian passport.</li><li>• Travel summary from immigration New Zealand.</li><li>• Lost Passport Police report /FIR copy with Lost Indian Passport number mentioned on it.</li></ul>                                     |  |
| 5.                                         | <b>NZ/ Foreign Citizenship Certificate Copy.</b>                                                                                                                                                                                                                                                                         |  |
| 6.                                         | <b>Coloured photocopy of bio-pages of New Zealand/ foreign passport</b> duly attested from Justice of Peace or Notary or Deputy Registrar.                                                                                                                                                                               |  |
| 7.                                         | <b>In case the applicant is a minor (under 18 years)</b> both parents must provide copies of the bio page of their passports - attested by JP.                                                                                                                                                                           |  |
| 8.                                         | <b>Name Change Certificate (if applicable):</b> If Applicant's name is different/ changed on the Foreign Citizenship Certificate or Foreign Passport from that of the Indian Passport.                                                                                                                                   |  |
| 9.                                         | <b>Affidavit for retention and/travel attested by JP if the applicant</b> <ul style="list-style-type: none"><li>• Retained the Indian passport beyond 3 years from the date of acquiring foreign citizenship.</li><li>• And / OR Travelled using the Indian passport after acquiring foreign citizenship.</li></ul>      |  |
| 10.                                        | <b>Self-addressed prepaid</b> courier envelope with tracking sticker to return your passport and Surrender Certificate if not collecting from the counter.                                                                                                                                                               |  |
| 11.                                        | <b>- Fee of NZ\$ 45.00</b><br><b>Fee</b> can only be paid by Online Bank Transfer in favour of <b>"High Commission of India Wellington"</b> . * We do not accept personal cheques/Money orders/Credit Card. ** Debit Card payment is accepted at the counter if application is submitted in person.                      |  |