

Checklist for First Passport for a Child born in New Zealand

| | | |
|--|--|--|
| | <p>All applicants must complete online Passport Application Form At: https://embassy.passportindia.gov.in/ using Firefox Mozilla or Google Chrome web browser to generate application form. Online registration form may not be compatible with "Internet Explorer browser. Passport Online Application should be accurately filled and a print out of the form should be sent to High Commission.</p> | |
| | <p>Complete the birth registration form for Indian Citizenship by decent online at: http://indiancitizenshiponline.nic.in/ic_form_public.aspx</p> <ul style="list-style-type: none"> ➤ (please select last registration method from the list i.e. "Registration of birth of a minor child at an Indian consulate under section 4(1) of the citizenship act, 1955") ➤ The birth registration form must be signed by both parents AND must be attested by a NOTARY PUBLIC. Please visit to find a notary near you: http://notarypublic.org.nz <p>[Please note: do NOT get this form attested by Justice of Peace (JP), Lawyer, Barrister or Solicitor]</p> <p>Birth of the child is MUST be registered with High Commission within one year.</p> | |
| | <p>Four recent photographs of 2 inches X 2 Inches (51mm X 51mm) with light background. Please paste one photo on the application. Do not staple/pin the photographs.</p> | |
| | <p>Both parents passports copy (Bio Page, back details page and visa page) Attested by Justice of Peace</p> | |
| | <p>Parents' Marriage certificate copy - Attested by Justice of Peace</p> | |
| | <p>Child's birth certificate copy - Attested by Justice of Peace</p> | |
| | <p>Annexure "I" for issue of passport to the child born through surrogacy</p> | |
| | <p>Address proof: please attach any one of the following:</p> <ul style="list-style-type: none"> • Water/Electric/Telephone/Gas connection bill • Valid Ration card/ Aadhar Card/ Election Commission photo ID • Parent's passport copy. | |
| | <p>Fee of NZ\$ 121 [\$50 for Birth Registrations and \$71 for Fresh/ first passport] Fee can only be paid by Banker's Cheque/bank Draft drawn in favour of "High Commission of India Wellington". * We do not accept personal cheques/Money orders/Credit Card. ** Cash/Debit Card is accepted at the counter if application is submitted in person.</p> | |
| | <p>Self-addressed prepaid courier envelope to return your passport. The applicant may use any courier service (with tracking facility) of their choice and are advised to keep the tracking numbers with them as High Commission of India will not take any responsibility in case the courier is lost/misplaced/damaged or delayed. Please do not send the application via ordinary post. Before making any status enquiry about the application please check with the courier service whether the application has been delivered to our office.</p> | |
| | <p>If your child is also citizen of New Zealand by birth: A confirmation letter from the New Zealand Passport office, Department of Internal Affairs, New Zealand confirming the child has not obtained a New Zealand passport.</p> | |
| | <p>Interview with Passport Officer may be required on case to case basis.</p> | |