

NAME OF APPLICANT

**Issue of new Passport due to EXHAUSTION OR PAGES/EXPIRY OF VALIDITY/CHANGE IN APPEARANCE/CHANGE IN PERSONAL PARTICULARS**

<b>Required Documents List</b>	<b>Please Tick the documents enclosed</b>
<b>Prescribed Passport Application Form for Embassy of India-Berlin, Germany</b> With signatures box below the photo pasted area and <b>on last page.</b>	<input type="checkbox"/>
<b>Passport copy</b> of Applicant	<input type="checkbox"/>
<b>Residence Permit/Visa</b> Copy of Applicant	<input type="checkbox"/>
2 Recent <b>Photographs</b> of Applicant of dimensions <b>51mmx51mm (Please pay attention to the specified size)</b>	<input type="checkbox"/>
<b>Anmeldung/Meldebestätigung/</b> City Registration (Proof of Residency)	<input type="checkbox"/>
<b>Proof of address</b> Document <b>from change in address</b> as compared to the current passport, <b>For address changes, when <u>printable address section</u> changed, one has to provide identity proof issued by Authority of government of India in his own name. When the change is in the <u>other address section</u>, one can provide any relatives address proof.</b>	<input type="checkbox"/>
<b>Signature Change Affidavit</b> for any new signature of the applicant.	<input type="checkbox"/>
<b>In case of spouse name addition, <u>copy of marriage certificate and spouse passport copy.</u></b> <b>Please note, the spouse name mentioned in the application should match the details in the marriage certificate or the spouse's passport. (No short names or initials or surname changes will be accepted in the name that is requested to be added.)</b>	<input type="checkbox"/>
Payments can be made at Consular Section of the Embassy <b>only in Cash</b> while submitting the application. <b>Payment proof</b> of bank transfer details in case of <b>postal applications.</b>	<input type="checkbox"/>

**Other Enclosures in case of Postal applications:**

When opted to receive the new passport **by Post**,  
an Envelope with stamps of 4.25 Euros for  
Posting new Passport should be enclosed

And

**Original Passport**

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(will be cancelled and sent back by post along with new passport)

