

Checklist for

Fresh OCI Card for Adults (where at least one of the parents is of Indian origin)
and Applicant never held an Indian Passport

Note : Take a printout of this checklist form and tick the documents enclosed in your application,
put your name, signature and date at the bottom

1. Printed copy of the duly filled application. The application should be signed by the applicant at appropriate places.
2. 02 recent photographs of size 51mm x 51mm. application forms with photo of wrong specifications would be rejected.
3. Copy of Proof of Current address in Germany (City Registration/ Meldebesatigung / Anmeldung / personalauweis).
4. Evidence of Indian citizenship of parents or grandparents or great grandparents (Passport copy/Nativity Certificate). In cases parents or grandparents passport/Nativity certificates are not available, their birth certificate from India can be considered on case-to-case basis. (Applicable for people born before 1972)
5. Evidence of relationship as parents / grandparents / great grandparents if their Indian origin is claimed as basis for registration as OCI cardholder (Birth Certificate's)
6. **Copy of the International version of Birth Certificate (duly apostilled/attested by the concerned government authority) where the names of both the parents are mentioned. Kindly note the following;**
 - if the Birth Certificate issued in India, it should be apostilled/attested by CPV Division, Ministry of External Affairs, New Delhi.
 - if the Birth Certificate issued in Germany, it should be attested by the concerned Government Authority (Home Ministry, Polizeidirektion etc.) and then by the concerned Indian Embassy/Consulate.
 - If the Birth Certificate issued in a third country, it should be attested by the concerned Indian Embassy/Consulate in that country.
 - Birth Certificate apostilled by the member countries of the Hague Convention are not required the further attestation from concerned Indian Embassy/Consulate.
7. Copy of the current foreign passport of the applicant.
8. Self-attested copies of the marriage certificate and spouse passport (In case married).
9. An undertaking that the applicant never held Indian passport.

- 10. In case of dual nationality, copy of other country passport is also required.
 - 11. In case change of name, Name change certificate issued by concerned government authority.
 - 12. Print and enclose the Applicant Consent Form.
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Name :

Signature :

Date :