

1. Full Name: _____
(Name Given) (Surname)
2. Aliases, if any: _____
3. Has applicant ever changed his/her name? If so, give previous name in full: _____

4. Height: _____ (cm) / Colour of Eyes: _____ / Hair: _____
5. Visible Distinguishing marks, if any: _____
6. Permanent Address: In India: _____
_____ Phone(s) _____
7. Present Address: In Singapore: _____
_____ Phone(s) _____
8. Name of Father: _____ / Country of his birth: _____
Nationality of father at the time of applicant's birth: _____
9. Name of Mother: _____ / Country of her birth: _____
Nationality of Mother at the time of applicant's birth: _____
10. Married/ Unmarried: _____
11. Name and Nationality of Spouse: _____
12. Educational Qualification: _____
(In order to determine emigration status)
13. When did applicant first leave India: _____ When was he/she in India last: _____
14. How long has applicant continuously resided abroad? _____
15. Profession and business address: _____
_____ Phone(s) _____
16. Please mention, if **citizen of India** by birth / descent / naturalization / Registration
17. Did applicant ever possess any other nationality or travel document of any other country, if so, please give details:

18. Was applicant ever refused an Indian Passport? Yes / No
19. Was applicant's passport ever impounded/ revoked? If so, please give details: Yes / No
25. Names and full addresses of two relatives/friends:
- (I) In India: _____
_____ Phone(s) _____
- (II) In Singapore: _____
_____ Phone(s) _____

26. Are any criminal proceedings pending against applicant in any court in India? If so, please give details:

27. Has applicant ever been repatriated from abroad to India at the expenses of the Government of India? If so, please give details:

28. No. of lost/ damaged passport: _____ Place of Issue: _____

Date of Issue: _____ Date of Expiry _____

29. Briefly state circumstances of loss / theft / damage of passport on a plain paper and attach copy of report lodged with local police in case of loss / theft.

30. Give details of restriction, if any, put on applicant's damaged / lost passport.

31. Did applicant availed transfer of residence, foreign travel scheme facility on lost / damage passport? If so, please give details:

DECLARATION

I solemnly affirm that,

- (i) I owe allegiance to the sovereignty and integrity of India, and
- (ii) Information given above in respect of myself, my son/ daughter/ ward is correct and nothing has been concealed and I am aware that it is an offence under the Passport Act 1967 to knowingly furnish false information or suppress material information, which attract penal and other punishments under the acts and,
- (iii) I undertake to be entirely responsible for expenses of my son/ daughter/ward.

Signature of the Applicant
OR
For Minor child thumb Impression
(Left hand of male and right hand of female)

Date: _____

Place: _____

Specimen signature of the applicant within the space given below:
[For Minor child thumb Impression (Left hand of male and right hand of female)]

INSTRUCTIONS

i) Please refer www.hcisingapore.com for detailed information on requirement / application forms and requisite fee for passport application.

ii) Consular Timings

Submission of Applications : **9.15 am to 11.30 am**

Collection of documents : **4.15 pm to 5.15 pm**

Please stick to the submission and collections timings and date of collection

ii) Applicant needs to submit applications personally and also collect documents personally.

iii) Please complete the application form and sign before you obtain a queue number. Queue numbers are issued only up to 11.30 am.

iv) Please submit applications for passport related services at counter number 9.

v) Payment is to be made at the time of Submission Of Application and in **Cash only**.
Fee Schedule:

Fresh Passport : S\$ 75/ - (36 pages)

Jumbo Passport : S\$ 90/ - (60 pages) Issued only on availability of stock)

Child Passport : S\$ 50/ -

Duplicate Passport : S\$ 240/ - (36 pages)

Duplicate Passport : S\$ 260/ - (60pages) (Issued only on availability of stock)

Emergency Certificate : S\$ 10/ -

Fax Form Charges : S\$ 20/ - (to be paid only if current passport is not issued in Singapore)

vi) Please attach one latest colour photograph.

vii) Please submit original and copy of Marriage Certificate in case Husband / Wife name is to be added in your passport.

viii) Please submit any proof if change of address in the passport is to be made.

ix) Please inform about the valid visas (if any) in your current passport at time of submission of application forms to enable us to give necessary endorsements. Please check with the concerned Embassies regarding procedures for transfer of visa.

x) Please bring the original receipt at time of collection of documents.

xi) Please check your documents before you leave the counter.