

Application for a Passport for a minor (under 15 yrs) on expiry of old Passport

CHECKLIST

Note	
A minor child is issued with a Passport of maximum validity of 5 years from the day of issue or till 15 years of age, whichever is less, because the physical appearance of the child changes considerably over five years.	
STANDARD DOCUMENTS	
1. I have completed the Online application Click here: Online Application site	
With all questions answered	
• I have attached three recent passport size photographs.	
I understand my contact number may be required to contact me in case additional details are required. I can be reached at (enter telephone no. _____)	
1b. APPLICANTS FROM: ACT,QLD,NT,WA:- Apply at High Commission of India, 3-5, Moonah Place, Yarralumla, ACT-2600. NSW,SA:- apply at Consulate General of India, Level 27, 25 Bligh Street, Sydney, NSW-2000 VIC,TAS:- apply at Consulate General of India, 15 Munro Street, Coburg, VIC- 3058	
2a. I have attached a copy of my photo ID or Bio page (page of passport with photo and details)	
2b. I have attached a copy of my visa page showing valid visa OR in case of no valid visa Residency Proof Status from DIAC (Department of Immigration & Citizenship)	
2c. I understand that both the parents sign the application form. If one parent signs the application then NOC is required from the other parent. Click here: Affidavit from parent form download link	
2d. I understand a copy of court custody papers in case of a single separated parent is required.	
2e. I have attached my Current passport with additional booklets(if any)	
3. I understand that if documents are to be returned by post, I will enclose a Registered Post Pre paid (B4-size- 353mm x 250mm), self addressed envelope.	
4. Fee A\$123.00 in favour of " High Commission of India, Canberra Canberra / Consulate General of India, Sydney / Consulate General of India, Melbourne " as the case may be in the form of bank cheque or money order..	
ADDITIONAL DOCUMENTS	
1. I understand that if my Passport has expired more than one month ago I will submit FORM (Included with passport application form) (attested by JP).	
2. I understand that if I need to change my name, address or any other details, which appear in the old passport, I will need to review the appropriate checklist and provide the related documents. (See checklists – Change of name/appearance/address or surname after marriage)	
3. I understand that if my current signature is different from the one on my present passport I will provide a "Statutory Declaration" attested by a Justice of Peace.	

Certification:

I confirm that I have read and understood the above checklist, ticked the boxes against documents submitted & ensure that all the necessary documentation has been submitted. Further I understand that the processing time will be a min of 2 months and may be extended in specific cases. This is at the sole discretion of the High commission of India/ Consulate General of India.

Applicant (Name & Sign)