

## Checklist - Global Entry Program

Applicant's Name			Passport no.	
Email ID			Mobile no.	_____

☒ **THE FOLLOWING IS A LIST OF DOCUMENTS TO BE SUBMITTED FOR APPLYING FOR PASSPORT RE-ISSUE. PLEASE PRINT AND SIGN A COPY OF THIS CHECKLIST, ALONG WITH YOUR APPLICATION.**

	<p style="text-align: center;"><b><u>IMPORTANT GUIDELINES</u></b></p> <ul style="list-style-type: none"> <li>➤ <b>Please ensure that all data entries provided in your application match with your existing passport.</b></li> <li>➤ Please select the correct Indian mission based on the place where you reside in the USA and the mission's jurisdiction. Mission jurisdiction can be viewed at <a href="http://visa.vfsglobal.com/usa/en/ind/attend-centre">http://visa.vfsglobal.com/usa/en/ind/attend-centre</a></li> <li>➤ Online applications are only accepted if filled out in the current year.</li> <li>➤ After submission online, no changes can be made. In case of an error, please fill a new online application form.</li> </ul> <p><b><u>Please note:</u></b></p> <ul style="list-style-type: none"> <li>➤ <b>VFS-INDIA CONSULAR APPLICATION CENTRE employees cannot edit or make any changes to your online application form.</b></li> <li>➤ <b>THE CONSULATE RESERVES THE RIGHT TO CALL FOR ADDITIONAL DOCUMENTS, AS CONSIDERED NECESSARY.</b></li> </ul>
	<p><b><u>GOVERNMENT APPLICATION ONLINE FORM</u></b></p> <p><b>ONLINE APPLICATION FORM</b></p> <p>The application must be completed and submitted online by visiting: <a href="https://embassy.passportindia.gov.in">https://embassy.passportindia.gov.in</a></p> <p>- First-time applicants need to register and make an account to be able to fill an online application form. If registered already, please log in and fill the application</p>
<input type="checkbox"/>	<p><b>PROOF OF ADDRESS</b></p> <p>Driver's License (front and back page)</p> <p><b>OR</b></p> <p>State ID (front and back page)</p> <p><b>OR</b></p> <p>Utility bills such as gas, electricity, or water must not be older than 3 months/ Landline Telephone Bill.</p> <p><b>OR</b></p> <p>Month to Month Rental Lease agreement or Home Mortgage bill.</p> <p><b>OR</b></p> <p>Mortgage</p> <p><b>OR</b></p> <p>Income Tax return</p> <p><b>Important:</b></p> <p><b>PO BOX</b> number is <b>NOT ACCEPTABLE</b> as valid Proof of address.</p>
<input type="checkbox"/>	<p><b>PHOTOGRAPH SPECIFICATIONS:</b></p> <p>2 photos of size 51mm x 51 mm.</p> <ul style="list-style-type: none"> <li>○ Photos <b>must</b> be compliant with specifications; Affix 01 photograph on Govt. form and 01 on change of appearance form.</li> <li>○ For detailed photograph specifications – <a href="#">Please click here</a></li> </ul>
<input type="checkbox"/>	<p><b>FEE PAYMENTS AND COURIER ENVELOPES</b></p> <p>Complete the process online on VFS-INDIA CONSULAR APPLICATION CENTRE's website to send your application and requisite documents.</p> <p>To create a profile: <a href="#">Click here</a></p> <p>If paying by Money order or Banker or Cashier check then it should be made in favor of "VFS <b>Services (USA) Inc.</b></p>

## Checklist - Global Entry Program

Applicant's Name			Passport no.	
Email ID			Mobile no.	

	<b>CHECKLIST</b> 1 Checklist (original) to be printed and enclosed with your application
--	---

(Signature of the Applicant)



### Important Notes

- ☐ Please Note: Applicants are required to submit total of 2 photographs
- ☐ Affix **1 photograph** on EACH of the following documents:
  - ☐ Online Passport Application Form
  - ☐ Change of Appearance / Signature Form
- ☐ 1 copy of the document checklist must be enclosed in your envelope.
- ☐ The Indian Embassy/ Consulates have the right to request additional documents over and above the mandatory list.
- ☐ This checklist can be updated at any point. If the application is in transit, you may have to provide Additional/ New document /s as required.
- ☐ Send Original Documents only as indicated in the checklist.
- ☐ Check the number of documents required in the checklist.
- ☐ PHOTOCOPY of documents such as Green card, Visa copy, Driving License copy, etc. should appear on the Center of the page with a **Higher Zoom**.
- ☐ CAPITAL LETTERS must be used to fill the Online NRI Passport Application form on the Government Website.
- ☐ Applicants are advised that they **DO NOT** print the document on both sides of the paper as "DOUBLE SIDED PRINTED DOCUMENTS ARE NOT ACCEPTED".
- ☐ Please Sign the Passport Application Form wherever indicated before submission.
  - ☐ All minor applicants need to write their name or sign in the space provided. Minor applicants below 5 years may place thumb impression in the space provided
  - ☐ In case of self-attestation for Minors, parents or legal guardians should sign along with the applicant