

Steps for Online Form Submission

- Step 1** Register through the Embassy passport seva online portal
<https://embassy.passportindia.gov.in/>
- Step 2** Login to the Embassy passport seva online portal with the registered login id
- Step 3** Click desired service
"Apply for Ordinary Passport"
"Apply for Police Clearance Certificate"
"Apply for Emergency Certificate"
"Apply for Diplomatic/Official/Passport"
"Apply for Surrender of Indian Passport."
- Step 4** For issue of passport
for New Born Click "fresh passport"
for renewal of passport Click "Re-issue of passport"

under re-issue select the appropriate reason for applying passport.

For instance, if applying re-issue of passport without any change in the current details mentioned in the passport, the following link is to be clicked:-

"Validity expired within 3 year/due to expire"
- Step 5** Select type of Application "Normal" or "Tatkal"
- Step 6** Select passport booklet Normal - 36 pages Jumbo - 60 pages
- Step 7** Fill in the required details in the form and submit application
- Step 8** Take the print out of online submitted application
- Step 9** Submit the printed application with 02 photograph and set of required documents at M/s BLS International.
