

DOCUMENTATION AND FEE CHART FOR CONSULAR & ATTESTATION SERVICES

Sl. No.	Type of Service	Required documents	Fee in Euro (incl. ICWF charges)
1.	Emergency Certificate (Special Travel Document)	<ul style="list-style-type: none"> i. Self-attested copy of last passport (first and last page) ii. Self-attested copy of valid visa or residence permit iii. Affidavit for Lost passport (wherever applicable) iv. Copy of registration of complaint with the local police for loss of passport. v. Self-attested copy of Meldebescheinigung vi. Three recent Passport-size photographs vii. (In case you do not have any or all of the above-listed documents or you have some other document(s) that proves your citizenship, please contact consular officer on e-mail to check if you can be issued an Emergency Certificate. viii. Self-addressed & stamped envelope ix. Registered application form for Misc. Services Miscellaneous Application Form 	14
2.	Life Certificate for Pensioners	<ul style="list-style-type: none"> i. Original Passport ii. Self-attested copy of passport (first and last page) iii. Self-attested copy of visa or residence permit iv. Self-attested copy of Meldebescheinigung v. Self-addressed & stamped envelope vi. Application Form for Miscellaneous Services 	00

3.	No Objection Certificate for transportation of dead body of an Indian national to India	<ul style="list-style-type: none"> i. Original Passport ii. copy of passport (first and last page) iii. Copy of valid visa or residence permit iv. Copy of Meldebescheinigung v. Self-addressed & stamped envelope vi. Application Form for Miscellaneous Services 	00
4.	Cancellation of passport after death of Indian national	<ul style="list-style-type: none"> i. Original Passport ii. copy of passport (first and last page) iii. Copy of visa or residence permit iv. Copy of Meldebescheinigung v. Self-addressed & stamped envelope vi. Application Form for Miscellaneous Services 	Gratis
5.	Certificate to confirm name, date of birth and parentage etc. on the basis of verification of passport particulars	<ul style="list-style-type: none"> i. Original passport ii. Self-attested cotocopy of passport (first and last page) iii. Self-attested copy of valid visa or residence permit iv. Self-attested copy of Meldebescheinigung v. Request letter for issue of date of birth certificate. vi. Duly filled application form for Miscellaneous Services vii. One recent passport-size photograph (please see the guidelines for photograph) viii. Self-addressed & stamped envelope 	22
6.	Certificate towards change of name	<ul style="list-style-type: none"> i. Original Passport ii. Self-attested copy of passport (first and last page) iii. Self-attested copy of valid visa or residence permit 	22

		<ul style="list-style-type: none"> iv. Self-attested copy of Meldebescheinigung (Proof of residency) v. Application Form for Miscellaneous Services 	
7.	Re-issue of Identity Certificate to Tibetans	<ul style="list-style-type: none"> i. Original identity certificate. ii. Self-attested copy of identity certificate iii. Self-attested copy of valid visa or residence permit iv. Self-attested copy of Meldebescheinigung (Proof of residency) v. Self-addressed & stamped envelope vi. Online registered application form https://portal3.passportindia.gov.in/Online 	42
8.	Renunciation Certificate after acquiring foreign nationality on or after 1 June 2010	<ul style="list-style-type: none"> i. Last Original Indian Passport ii. Self-attested copy of passport (first and last page) iii. Self-attested copy of valid visa or residence permit iv. Self-attested copy of Meldebescheinigung (Proof of residency) v. Self-addressed & stamped envelope vi. Application Form for Renunciation of Indian citizenship. Application Form 	82
9.	Renunciation Certificate after three years of acquiring foreign nationality	<ul style="list-style-type: none"> i. Last Original Indian Passport ii. Self-attested copy of passport (first and last page). iii. Self-attested copy of valid visa or residence permit. iv. Self-attested copy of Meldebescheinigung (Proof of residency). v. Self-addressed & stamped envelope vi. Application Form for Renunciation of 	196

		Indian citizenship.	
10.	Attestation of Power of Attorney	<ul style="list-style-type: none"> i. Two copies of Power of Attorney ii. Original Passport iii. Self-attested copy of passport (first and last page) iv. Self-attested copy of valid visa or residence permit v. Self-attested copy of Meldebescheinigung vi. Two recent Passport-size photographs vii. Self-addressed & stamped envelope viii. Application Form for Miscellaneous Services. 	19
11.	Attestation of Power of Attorney (Commercial)	<ul style="list-style-type: none"> i. Two copies of Power of Attorney ii. Original Passport iii. Self-attested copy of of Passport (first and last page) iv. Self-attested copy of valid visa or residence permit v. Self-attested copy of Meldebescheinigung vi. Letter from the concerned firm to clarify the purpose for the PoA vii. Two recent Passport-size photographs viii. Self-addressed & stamped envelope ix. Application Form for Miscellaneous Services 	44
12.	Attestation of documents pertaining to carrying of human ashes to India.	<ul style="list-style-type: none"> i. Original Passport of the deceased ii. Self-attested copy of passport of the person carrying human ashes to India. iii. Self-attested copy of valid visa or residence permit iv. Self-attested copy of Meldebescheinigung v. Self-addressed & stamped envelope 	19

		vi. Application Form for Miscellaneous Services.	
13.	<p>*Attestation/Apostille of personal documents like birth/death/marriage certificates or any educational degree/diploma etc issued by authorities in India.</p> <p>Such documents are attested by the Consulate after pre-authentication by Ministry of External Affairs of India. The procedure for attestation / Apostille is detailed in the link below http://mea.gov.in/apostille.htm</p>	<ul style="list-style-type: none"> i. Original Passport ii. Self-attested copy of (first and last page) iii. Self-attested copy of valid visa or residence permit iv. Self-attested copy of Meldebescheinigung v. Original document that needs to be attested. vi. Two photocopies of the document that need to be attested. vii. Application Form for Miscellaneous Services viii. Self-addressed & stamped envelope <p>(*Please read the guidelines carefully before applying for attestation http://mea.gov.in/apostille.htm)</p>	11
14.	<p>Attestation of the Educational Documents (issued by German Education Board)</p>	<ul style="list-style-type: none"> i. The document to be attested should be provided with Original + two photocopies. ii. Passport copy of the person whom the document belong to. iii. Aufenthaltsgenehmigung ((Resident Permit) copy of the document holder or the one who actually submits it instead of the document holder. iv. Self-addressed & stamped envelope v. Application form for Misc. Services. 	11