

MISCELLANEOUS CONSULAR SERVICES
CONSULATE GENERAL OF INDIA, AUCKLAND

All applications should be sent to the following address:

Miscellaneous Services
Consulate General of India, Auckland
Level-14, 151 Queen Street, Auckland 1010

Prior appointment is mandatory to visit Consulate for any purpose.
Pl. visit www.cgiauckland.gov.in for appointment booking.
Fee can be paid by online bank transfer for applications being sent by courier.
Online payment /transaction proof should be attached with the application.
For in-person application(s) at the Consulate, fee can be paid by Debit Cards only.

Important: The applicant should use the courier service (with tracking facility) of their choice and are advised to keep the tracking numbers (for return courier as well) with them. The Consulate General of India will not accept any responsibility in case the courier is lost/misplaced/damaged or delayed. DO NOT send the application via ordinary post.

Processing Time: Normal processing period is **5-8 working days**. However, in referral cases it is not possible to prescribe a fixed processing time. The status enquiries will only be entertained after the given processing time of 8 working days after delivery of your documents at CGI. Before making any status enquiry about the application please check with the courier service whether the application has been delivered to our office and on which date. **Only the completed applications will be accepted for processing. Incomplete applications will be returned.**

☐ **Police Clearance Certificate- For NZ/ Foreign Passport holders only:**

| Office use only | Documents to be supplied | Check list |
|-----------------------|---|--------------------------|
| <input type="radio"/> | Completed and signed application form. | <input type="checkbox"/> |
| <input type="radio"/> | Fees of NZ \$ 45 | <input type="checkbox"/> |
| <input type="radio"/> | Coloured photocopy of bio-pages of current passport (attested by JP) | <input type="checkbox"/> |
| <input type="radio"/> | One passport size photograph pasted on the application. | <input type="checkbox"/> |
| <input type="radio"/> | Self-addressed prepaid courier envelope to return your document(s). (Please keep the record of tracking number.) | <input type="checkbox"/> |
| <input type="radio"/> | Applicants who previously held Indian passport is required to submit a copy of their cancelled Indian passport/ copy of surrender certificate / copy of OCI | <input type="checkbox"/> |

☐ **Attestation of Affidavit, Declaration, Power of Attorney or Life Certificates or Death Certificates**

| Office use only | Documents to be supplied | Check list |
|-----------------------|--|--------------------------|
| <input type="radio"/> | Completed and signed application form | <input type="checkbox"/> |
| <input type="radio"/> | Any document issued by New Zealand authorities must be Apostilled by Department of Internal Affairs, New Zealand | <input type="checkbox"/> |
| <input type="radio"/> | Original and a copy of Affidavit/ Declaration/ Power of Attorney which needs to be attested. Executant(s)/ applicant(s) should sign the document in front of Consular Officer at the Consulate General if application submitted in person. Please note: Power of Attorney/ Affidavit or any other Indian document sent by courier need to be signed by Executant(s)/ applicant(s) then Apostilled by Department of Internal Affairs, New Zealand. | <input type="checkbox"/> |
| <input type="radio"/> | Life Certificate needs to be Apostilled if sent by courier. No need if submitted in person. | <input type="checkbox"/> |
| <input type="radio"/> | Fees of NZ \$ _____ (Please check the website for the fee) (No charge for Life Certificate) | <input type="checkbox"/> |
| <input type="radio"/> | Coloured photocopy of first and last pages of current Passport and current NZ visa (attested by JP) and Current Valid Visa copy. | <input type="checkbox"/> |
| <input type="radio"/> | One passport size photograph pasted on the application. | <input type="checkbox"/> |
| <input type="radio"/> | Self-addressed prepaid courier envelope to return your document(s). (Please keep the record of tracking number.) | <input type="checkbox"/> |

Note: Executants/applicants photos must be pasted on Power of Attorney.

☐ **Police Clearance Certificate for traffic convictions/ Taxi Licence/Passenger endorsement:**

| Office use only | Documents to be supplied | Check list |
|-----------------------|--|--------------------------|
| <input type="radio"/> | Completed and signed application form. | <input type="checkbox"/> |
| <input type="radio"/> | Affidavit against Traffic convictions Completed and duly attested by Justice of Peace/ Notary. | <input type="checkbox"/> |
| <input type="radio"/> | Fee of NZ \$ 45 | <input type="checkbox"/> |
| <input type="radio"/> | Coloured photocopy of bio-pages of current passport (attested by JP) and Current Valid Visa copy. | <input type="checkbox"/> |
| <input type="radio"/> | Paste one passport size photograph on the application. | <input type="checkbox"/> |
| <input type="radio"/> | Self-addressed prepaid courier envelope to return your passport. (Please keep the record of tracking number.) | <input type="checkbox"/> |
| <input type="radio"/> | Applicants who held Indian Passport are required to submit a copy of their cancelled Indian Passport/copy of surrender certificate/copy of OCI/copy of PIO | <input type="checkbox"/> |

☐ **NRI Certificate / Certificate of Birth**

| Office use only | Documents to be supplied | Check list |
|-----------------------|--|--------------------------|
| <input type="radio"/> | Completed and signed application form. | <input type="checkbox"/> |
| <input type="radio"/> | Fee of NZ \$ 45 | <input type="checkbox"/> |
| <input type="radio"/> | Coloured photocopy of first and last pages of current Passport and current NZ visa (attested by JP) and Current Valid Visa copy. | <input type="checkbox"/> |
| <input type="radio"/> | One passport size photograph pasted on the application. | <input type="checkbox"/> |
| <input type="radio"/> | Self-addressed prepaid courier envelope to return your passport. (Please keep the record of tracking number.) | <input type="checkbox"/> |

☐ **For other services please see the website for the list of documents.**

Name and phone number for communication about this application.
Name: _____

Email: _____

Declaration

I have read and completed the checklist and included all the required documents.

(Name & Signature of the applicant)



Consulate General of India

Level-14, 151 Queen Street, Auckland 1010

Email: cons.auckland@mea.gov.in

Web: www.cgiauckland.gov.in

Application Form for MISC. CONSULAR SERVICES

☐ Police Clearance Certificate only for *NZ/ Foreign Citizens, Indian Passport holders*

following link to apply for pcc:

<https://www.cgiauckland.gov.in/page/pcc-clearance-certificate-indian-passport-holders/>

☐ PCC for Taxi Licence/P- Endorsement- only for NZ/Foreign Citizens

☐ Certificate of Birth

☐ Attestation/Power of attorney

☐ Confirmation of Driving License Particulars

☐ Any other service:

Office use:
P P F C S

Please paste your photo here. Do NOT staple the photo

Office use only:

PLEASE USE CAPITAL LETTERS ONLY TO FILL THIS FORM

| | | | |
|----|------------|---------------|--|
| 1. | Full Name: | (Surname) | |
| | | (Given Names) | |

| | | | | |
|----|----------------|--|-----------------|--|
| 2. | Date of Birth: | | Place of Birth: | |
|----|----------------|--|-----------------|--|

| | | | | |
|----|-----------------|--|--------------|--|
| 3. | Name of Father: | | Nationality: | |
| | Name of Mother: | | Nationality: | |
| | Name of Spouse: | | Nationality: | |

| | | | | |
|-------------------------|--------------------------------|--------------|------------|--|
| 4. | Permanent Address (In India): | | | |
| | Present address (New Zealand): | | | |
| | | | Town/City: | |
| | Contact numbers: | Landline () | Mobile no. | |
| Email ID (in CAPITALS): | | | | |

| | | | | |
|----|--------------------------|-------------|------|-------------------------|
| 5. | Emergency Contact person | Country | Name | Telephone/Mobile number |
| | | India | | |
| | | New Zealand | | |

| | | | | | |
|----|--------------------------|-----------------|--|----------------|--|
| 6. | Current Passport Detail: | Passport No: | | Valid Until: | |
| | | Place of Issue: | | Date of Issue: | |

| | | | |
|----|---|-----------------|--|
| 7. | Applicant's Car Driving License No. (Any one Indian or New Zealand) | Place of Issue: | |
| | | Date of Issue: | |

Office use only

| | | | | |
|-----|---|--|------------------------------|--|
| 8. | Profession: | | Office/ Business Address: | |
| 9. | Is Applicant registered with the Indian Mission/Post? If not, is he a member of any Indian Organization? Give Details: | | | |
| 10. | Did applicant ever possess or possesses any other nationality or travel document of any other country? If so, please give details: (Dual nationality holders please submit both passports along with application) | | | |

Space for additional information, if any, you would like to give:

11. DECLARATION: (FOR INDIAN CITIZENS)

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 ACT and,
- (iii) I undertake to be entirely responsible for expenses of my son/daughter/ward.
- (iv) I _____ holder of Indian passport solemnly affirm that I have not been granted citizenship of any other country except India and I undertake to return my Indian passport for cancellation on getting Citizenship of any other country.

Place: _____
Date: _____

(Signature or Thumb Impression of Applicant)
(In case of minor both parents should sign)

12. DECLARATION: (FOR NON-INDIAN CITIZENS)**

I _____ solemnly affirm that

- (i) 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 to knowingly furnish false information or suppress material information, which attract penal and other punishments under Indian Law,
- (ii) I undertake to be entirely responsible for expenses of my son/daughter/ward.

Place : _____
Date : _____

(Signature or Thumb Impression of Applicant)
(In case of minor both parents should sign)

IMPORTANT NOTE: ** Person of Indian origin who previously held Indian passport is required to submit a copy of their cancelled Indian passport/ copy of surrender certificate / copy of OCI / copy of PIO card along with application form as proof of compliance of the Indian Passport Act.