

Checklist for

Re-issue of Passport for splitting name – Adult – 36 pages

Note : Take a printout of this checklist form and tick the documents enclosed in your application, put your name, signature and date at the bottom

1. Printed copy of the duly filled passport application form. ☐
2. 02 recent photographs of size 51mm x 51mm (one pasted on the designated place in the application form and other to be attached application form). application forms with photo of wrong specifications would be rejected. ☐
3. Original Passport of the applicant and one self-attested photocopy of front and last page of the Passport (personal information pages). Please note that original Passport is mandatory, otherwise the application will be rejected. ☐
4. Self-attested photocopy of valid Visa/Aufenthaltstitel (Residence Permit) of the applicant. ☐
5. Self-attested City Registration Certificate (Meldebescheinigung) of your current German address is mandatory for all types of document processing. ☐
6. Duly filled and signed Affidavit for splitting of name. (two public documents as supporting documents). ☐
7. Proof of payment (if made through bank transfer). ☐
8. Print and enclose the Applicant Consent Form. ☐

Name :

Signature :

Date :