

# REGISTRATION OF BIRTH

Applicant Name:	Passport No.:
Email Address:	Phone No.:

- **Details:** Birth (out of India) of a newborn child to Indian parents should be first registered at following MHA website, where details/procedure are available  
<https://indiancitizenshiponline.nic.in/Home2.aspx?formcode=09>

As a next step, birth of the newborn should be registered at the mission/ post in order to obtain the Indian passport. The registration of birth must be done at the mission/ post within one year of the Child's birth.

Sr. No.	Mandatory Documents
	<b>Signature of the applicant on all documents should match the signature on their current valid passport</b>
1	<b>Application forms</b> Download the <a href="#">Miscellaneous Application form</a> and fill it up carefully along with the completed <a href="#">Birth Registration Form</a> . <b>Application form – Signed by both Parents - Notarized</b> Two copies of the print out of duly filled in, online MHA application form referred above, signed by both parents, same as in their current passport (duly notarized).
2	<b>Photograph – Passport Size</b> Paste the applicant's photo on the application form/s PHOTOGRAPH SPECIFICATIONS (Must be white background) • 2 Photos of size 51mm x 51 mm (2 by 2 size) preferably White Background– PHOTOGRAPHS MUST BE IDENTICAL. • Photo must be taken within 6 months. • Shoulder must be visible • Without glasses • Without flashlight reflection • With dark coloured attire to distinguish with white background • With good lighting on the face • Photos must be compliant with specifications; To know more about photo specifications – <a href="#">Please click here</a>
3	<b>Copy of Birth Certificate - Notarized</b> Notarized copy of the Birth Certificate of newborn child issued by local authorities.
4	<b>Self-Sworn Affidavit – Signed by both Parents</b> <u>Self-Sworn Affidavit</u> of both parents that they have not taken any other nationality for the child.
5	<b>Self-Sworn Affidavit (NOC) – Signed by both Parents</b> <u>Self-Sworn Affidavit (NOC)</u> of both parents that they have no objection to the registration and obtaining passport for the child.

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6	<b>Copy of Current Parents Passport - Notarized</b> Notarized photocopies of the first and last pages of current Indian passports of both parents.
7	<b>Copy of US Legal Status - Notarized</b> Notarized photocopy of documents showing valid US visa status
8	<b>Copy of Proof of Address in the USA - Notarized and Photocopy</b> US Driving License or Utility Bill or Lease Agreement or State Identity Card or Mortgage Deed.
9	<b>Fee:</b> Consular fee - <b>\$25.00</b> per copy, <b>\$2.00</b> -ICWF and VFS service fee <b>\$19.00</b> . Total Fees <b>\$46.00 per application</b> .  The fee can be paid online or through single money order / cashier's cheques, drawn in favour of "VFS Services (USA) Inc".  <b>Note:</b> Personal cheques, personal money orders, and other banking instruments are not accepted.