ADVISORY

Special Passport Services to residents of the flood affected districts covered under the Regional Passport Office Chennai.

Government of India has announced a special scheme for prompt re-issue of passports to the residents of the districts covered by the Regional Passport Office, Chennai whose passports got lost/damaged due to floods.

2. Taking into account the queries raised by various applicants, the following procedure may be followed by applicants for prompt reissue of passports.

<table>
<thead>
<tr>
<th>CATEGORY OF PASSPORT DAMAGED/LOST</th>
<th>PROCEDURE TO BE FOLLOWED</th>
<th>DOCUMENTS REQUIRED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Passport issued by RPO Chennai</td>
<td><strong>In case of damage:</strong> 1. Online registration is required 2. <strong>Passport fee of Rs. 3000/- is waived.</strong></td>
<td>1. Damaged passport 2. If there is any change in personal particulars or change in address documents for change in address &amp; particulars to be furnished.</td>
</tr>
<tr>
<td></td>
<td><strong>In case of loss:</strong> 1. Online registration is required. 2. <strong>Passport fee of Rs. 3000/- is waived.</strong></td>
<td>1. Complaint certificate or original FIR from police department. 2. If there is any change in address and personal particulars required documents to be furnished.</td>
</tr>
<tr>
<td>Passport issued by other RPO's and the applicants are currently residing at Chennai.</td>
<td><strong>In case of damage:</strong> 1. Online registration is required. 2. <strong>Passport fee of Rs. 3000/- is waived.</strong></td>
<td>1. Documents for current address to be furnished. 2. Damaged passport</td>
</tr>
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<td></td>
<td><strong>In case of loss:</strong> 1. Online registration is required. 2. <strong>Passport fee of Rs. 3000/- is waived.</strong></td>
<td>1. Documents for current address and 2. Complaint certificate or original FIR from police department to be furnished</td>
</tr>
</tbody>
</table>
| Passport issued by Missions | **In case of loss:**  
1. Online registration is required.  
2. Passport fee of Rs. 3000/- is waived | **In case of damage**  
1. Online registration is required  
2. Passport fee of Rs. 3000/- is waived | **In case of loss/damage**  
1. Online registration is required  
2. Fee of Rs. 1500/- is payable  
3. Loss/ Damage fee of Rs. 1500/- is waived. | **Normal procedure for reissue in lieu of lost/damaged to be followed.**  
1. Documents for current address and  
2. Complaint certificate or original FIR from police department to be furnished | **Normal procedure for reissue of passport in lieu of lost/damage to be followed.**  
1. Online registration is required  
2. Passport fee of Rs. 1500/- is payable | **1. In lost cases, FIRs/Stamped receipts of police complaints to be furnished.  
2. Normal documents for reissue of passport in lieu of loss/damage to be furnished**  
1. To register applications online and approach respective Passport Offices  
2. Full fee in respect of damaged/lost passports payable | **2. Wherever online registration is required applicants can visit any of the PSK's as walk-in along with ARN and required documents on any working day between 10.00a.m. and 03.30 p.m. without the need of online appointment.** | **3. The above scheme will be valid for two months from 08th December 2015 to 7th February 2016.** | **4. For more information and in case of any difficulty the general public may contact : 044-28525554 / 044-28513640/044-28513638** *--------------------------*

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4. For more information and in case of any difficulty the general public may contact: 044-28525554 / 044-28513640/044-28513638