

PASSPORT SERVICE

**FRESH PASSPORT / TATKAL PASSPORT / PASSPORT RENEWAL
LOST PASSPORT RENEWAL / ECR DELETION / NAME CHANGE**

REQUIREMENTS & CHARGES

FRESH PASSPORT	TATKAL PASSPORT	RENEWAL PASSPORT
Date of Birth Proof	Date of Birth Proof	Old passport
Address Proof	Address Proof	Address proof
ECNR Proof	ECNR Proof	ECNR Proof
	Min 03 Document out of list of designated 13Doc	
Rs1500*(Above 15 Years) Rs 1000*(Below 15 Years)	Rs 3500*(Above 15 Years) Rs 3000*(Below 15 Years)	Rs 1500*(Above 15 Years) Rs 1000*(Below 15 Years)
Approx35 Days	Approx10 Days	No Change in Address - 01 Week Address Changed - 35 Days

***FEE GIVEN ABOVE IS ACTUAL PASSPORT OFFICE CHARGES. HANDLING CHARGE WILL BE EXTRA**

DOCUMENTS FOR DATE OF BIRTH PROOF(ANY ONE)

Birth Certificate by Municipal Authority / Registrar of Birth & Death
10th Class/ Matriculation Certificates • Transfer / School Leaving Certificate
Life Insurance Policy Bond • PAN Card • Voter ID • Aadhar Card • Driving License

ADDRESS PROOF (ANY ONE OF FOLLOWING)

Voter ID •Aadhar Card(One Year Old)•Electricity Bill
Gas Connection• Running bank account Passbook • Registered Rent Agreement
Tel /Mob (Post Paid) Bill • Husband / Wife Passport • Income Tax assessment order

ECNR PROOF

Matriculation/ 10th/12th / Graduation Certificate OR Income Tax return statement
OR Professional Degree

TATKAL CATEGORY (FOR FRESH APPLICATION)

MINIMUM 03 DOCUMENTS OUT OF FOLLOWING 13 DESIGNATED DOCUMENTS

Aadhar Card , Voter Id, Pan Card, Driving License, Birth Certificate, Ration Card , Bank Passbook, Old passport , Student Photo I Card from Govt. Recognized Institute for Full time Course , Arm License, SC/ST/OBC Certificate, Pension Document ,Govt / PSU Service Photo Identity Card

GOVT JOB APPLCANTS

Identity Certificate (Annexure A)/ NOC (Annexure G) / PIL (Annexure H) Required

**Call : 9312394250 / 7765803043 / 0612-2540043
ELITE ESCAPES, M-2/27, SRI KRISHNAPURI| BORING ROAD
OPP S K PURI CHILDREN PARK | PATNA – 800 001**