



GOVERNMENT OF INDIA
MINISTRY OF EXTERNAL AFFAIRS
CPV DIVISION, DELHI

Tatkaal Scheme**OUT OF TURN ISSUE OF PASSPORT UNDER TATKAAL SCHEME**

(A) If an applicant desires to obtain his passport under the Tatkaal Scheme, a verification certificate as per the specimen at **ANNEXURE 'F'** and standard affidavit as **Annexure "I"** should be submitted along with the TATKAAL fee. The Passport Issuing Authority shall retain the right to verify in writing the authenticity of the Verification Certificate from the official who has issued it. All applicants seeking a passport out of turn under the TATKAAL Scheme are advised to submit their application, documentation, colour photographs with white or light background and fee as specified below. **No proof of urgency is required for Out-of-Turn issue of passport.** Post Police Verification shall be done in respect of all passports issued under the Tatkaal Scheme.

(B) The applicant also has the option to obtain a passport under Tatkaal Scheme on submission of three documents from the Fourteen documents as mentioned below, provided one of the three documents is a photo identity document and atleast one of the three is amongst the documents indicated at (a) to (i) and a standard affidavit (**Annexure "I"**) on non-judicial stamp paper duly attested by a Notary:

- (a) Electors Photo Identity Card (EPIC);
- (b) Service Identity Card issued by State/Central Government, Public Sector Undertakings, local bodies or Public Limited Companies;
- (c) SC/ST/ OBC Certificates;
- (d) Freedom Fighter Identity Cards;
- (e) Arms Licenses;
- (f) Property Documents such as Pattas, Registered Deeds etc.;
- (g) Rations Cards;
- (h) Pension Documents such as ex-servicemen's Pension Book/Pension Payment order, ex-servicemen's Widow/Dependent Certificates, Old Age Pension Order, Widow Pension Order;
- (i) Railway Identity Cards;
- (j) Income Tax Identity (PAN) Cards;
- (k) Bank/ Kisan/Post Office Passbooks;
- (l) Student Identity Cards issued by Recognized Educational Institutions;
- (m) Driving Licenses; and
- (n) Birth Certificates issued under the RBD Act.

(All above documents to be produced in original along with self-attested copies)

The TATKAAL fee is in addition to the applicable passport fee and payable either in cash or DD in favor of Passport Officer concerned. The additional fee for out of turn TATKAAL passport, would be as follows:

Fresh Passport

1.	Within 1-7 days of the date of Application	Rupees 1,500/- plus the passport fee of Rs.1000/-
2.	Within 8-14 days of the date of Application	Rupees 1,000/- plus the passport fee of Rs.1000/-

Replacement of Passport (in lieu of Lost/Damage Passport)

1.	Within 1-7 days of the date of Application	Rupees 2,500/- plus the duplicate passport fee of Rs.2500/-
2.	Within 8-14 days of the date of Application	Rupees 1,500/- plus the duplicate passport fee of Rs.2500/-

Re-issue cases after expiry of 10 years validity

1.	Within 3 working days of the date of application	Rupees 1,500/- plus the passport fee of Rs.1000/-
----	--	---