

## **CHECKLIST FOR OCI MISCELLANEOUS SERVICES**

Applications for OCI miscellaneous can be filled and printed from the OCI application website:

[www.passport.gov.in/oci/welcome](http://www.passport.gov.in/oci/welcome)

***Uploading of photograph, signature, and supporting documents by the applicants is now mandatory.***

OCI card holders who are issued a new passport or undergo other changes in either personal particulars or passport details should apply for a new OCI card. Minors must apply for a new OCI card each time they renew their passports.

### **The following documents are required for all OCI miscellaneous applications:**

- Application form, signed and dated
- 2 recent (colour) photographs 5cm x 5cm  
*Do not reuse the photo from your previous OCI card.*
- Copy of picture page of new Norwegian passport
- Copy of picture page of old Norwegian passport  
*If the old passport was destroyed, provide a letter from the police as documentation.*
- Copy of picture page and address page of OCI card
- Copy of OCI visa sticker in old passport, if applicable
- **All copies to be self-attested (attested by parents if applicant is a minor)**

### **If the applicant is a minor, the following additional documents must also be submitted:**

- Copies of picture pages of parents' passports
- Copies of parents' residence permits if parents are not Norwegian citizens

### **Additional documents required if change in personal particulars or address and/or loss of OCI card:**

- *Bostedsattest* (Address proof in Norway), if change of address
- *Bekreftelse på navneendring* (Name-change papers) if change of name
- Original police report if OCI card has been lost/stolen
- Written application explaining of how the OCI card was lost/stolen/damaged.

**The following documents have to be uploaded on the OCI application website:**

- *Photo/signature (same photo you are submitting with the application)  
(Guidelines for size and format can be found on the OCI website)*  
Left thumb impression to be uploaded in case of minors who cannot sign.
- Copy of picture page of new Norwegian passport
- Copy of picture page of OCI card

*The Embassy reserves the right to call for additional documents as considered necessary.*

**OCI MISCELLANEOUS FEES TO BE PAID BY CASH (AT RECEPTION) OR ONLINE BANK TRANSFER**

OCI miscellaneous service w.e.f. 01.01.2020	NOK 240+25,-
Lost/damaged OCI w.e.f. 01.01.2020	NOK 950+25,-

**PLEASE NOTE THAT ORIGINAL PASSPORT AND OCI CARD ARE REQUIRED TO BE SUBMITTED AT EMBASSY FOR VERIFICATION AT THE TIME OF SUBMISSION AND COLLECTION OF NEW OCI. IT WILL TAKE MINIMUM 01 WORKING DAY FOR COLLECTION OF OCI CARD AFTER SUBMITTING ORIGINAL PASSPORT AND OLD OCI.**

**Please note that:**

The following OCI guidelines have been in force since 2005:

*OCI card needs to be re-issued each time a new passport is acquired by the cardholder up to the age of 20 years.*

*OCI card is required to be re-issued **once** on acquiring a new passport after completing 50 years of age.*

*Re-issuance of OCI card is **not required each time** a passport is issued to a cardholder between 21 and 50 years of age.*

2. This is to inform that Government of India has decided to grant temporary relaxation till **30<sup>th</sup> June 2020** in the following cases:-

(a) In case an OCI card holder below the age of 20 years has not got the OCI card re-issued on change of passport, he/she may travel on the strength of his/her existing OCI card bearing old passport number subject to the condition that along with the new passport, the OCI cardholder carries old passport mentioned in the OCI card.

(b) In case an OCI cardholder who has attained the age of 50 years and has got his/her passport renewed subsequently but has not got his/her OCI card re-issued on renewal of his/her passport, he/she may travel on the strength of the existing OCI card along with the old and new passports.

3. It is, however, advised that OCI cardholders may take steps to comply with the existing OCI guidelines in Para 1 above and renew their OCI cards as required by the rules.

For more details please visit [www.ociservices.gov.in](http://www.ociservices.gov.in)

