

**HIGH COMMISSION OF INDIA WELLINGTON**  
**KINDLY SENT THE CHECKLIST ALONG WITH THE APPLICATION**


**Application No:**


**Date :**

Dear Applicant,


Kindly refer to your application for Overseas Citizenship of India

The Application is received incomplete which is hereby returned

The Documents which are not received are marked with the sign  below

Please resend the Application along with documents provided earlier along with the additional documents which has been marked below a 

Documents Checklist for Indian origin

Online Application form filled on website (<https://ociservices.gov.in/welcome>) : 

Note: Part A and Part B needs to be filled Dont Skip or leave system idle for long

Mandatory : Applicant should fill the name/ Date of birth / parents name / spouse name exactly same as passport and we require proof to validate the names

Photo Specifications - Photo format should be in "JPEG" check before upload for sample form click on the below link


(<https://www.hciwellington.gov.in/content/Sample-Document-Form.pdf>) 

Documents to be upload by the applicant (Select any drop down and upload below documents only)

1. Attested copy of NZ passport / foreign passport
2. Attested copy of citizenship certificate
3. Marital status document refer Point no 7
4. Cancelled Indian passport copy of the applicant / if you dont hold Indian passport upload birth certificate
5. Surrender certificate of Indian passport and OCI Declaration for Voter and Ration card

Justice of Peace / Registrar Attested copies only (Note: No solicitor attested documents will be accepted & if Self Attested copies same needs to be done on the counter with original documents )

List of Attested documents to be sent along with application no original documents are required

1. Copy of JP Attested current New Zealand / foreign passport
2. Copy of JP Attested Citizenship Certificate of the applicant.
3. Declaration from the applicant for status regarding voter ID and Ration card
-  4. Form in ([https://www.hciwellington.gov.in/content/New\\_Declaration\\_by\\_the\\_OCI\\_Applicant.pdf](https://www.hciwellington.gov.in/content/New_Declaration_by_the_OCI_Applicant.pdf) )
5. Cancelled Indian passport (first and last page)
6. Surrender Certificate of Indian Passport of the applicant
7. Marital Status based documents required below to add or remove your spouse name  
"Separated but not divorced" - Please provide the relevant legal documents as required  
"Married" - Please provide the government-apostilled marriage certificate only  
"Divorcee" - Please provide the divorce document or the official court order  
"Widow or Widower" - Please provide the death certificate of the spouse and enter the actual name of the spouse, rather than marking it as 'NA'
- 8 Proof of Fee Payment \$452 ( How to do fee payment refer : <https://www.hciwellington.gov.in/page/fee-payment/>)

If you have travelled on your parents passport then provide us the exit permit if you are born in India

You have paid \$ \_\_\_\_\_ Kindly pay remaining fees \$ \_\_\_\_\_ Note: only if you have paid incorrectly previously or not paid the amount