

## **MISCELLANEOUS CONSULAR SERVICES**

Miscellaneous consular services can be applied only through the e-SEWA portal <https://indianconsularservices.mea.gov.in/consularServices/> with immediate effect.

### **Steps to be followed for online application:**

#### **Step 1:**

Visit the website: <https://indianconsularservices.mea.gov.in/consularServices/> . Apply for the desired services, upload the required documents on the portal and submit the application.

#### **Step 2:**

Based on the documents uploaded and the services applied, the Embassy will verify the application and the applicant will receive a notification in this regard. In case of objection while verification, the same will be intimated to the applicant through the online portal. In this case the applicants are required to re-submit the application after uploading the relevant documents. The Embassy will again verify the application and intimate the status through the same online portal.

#### **Step 3:**

Once the applicant receives the confirmation of verification, the applicants are required to visit the Embassy with a printed online application form along with one set of copies of all the documents uploaded online as well as the original documents or can be sent by post to the Embassy at: SES 805 Lote 24, Asa Sul, Brasilia, DF; CEP: 70452-901. **The application can be submitted between 9:00 AM to 12:00 PM on all working days.**

#### **Step 5:**

The ready documents can be collected either on the next working day after payment of the Boletos or any working day thereafter between **15:00 to 16:30 hrs.**

#### **Note:**

- 1. Applicants are advised to visit the Embassy only after the approval of application by the Embassy through online mode.**
- 2. No prior appointment is required.**