

## **POWER OF ATTORNEY FAQs**

- **Consular section shifted to Oranjestraat 12, 2514 JB, The Hague**

### **1. What is a Power of Attorney?**

A Power of Attorney (PoA) is a legal document in which one person (the principal) authorizes another person (the agent) to act on their behalf for specific legal, financial, or property-related matters.

### **2. Who can apply for attestation of a PoA at an Indian Embassy?**

- Indian citizens living abroad.
- OCI/PIO cardholders.
- In some cases, foreign nationals for matters related to India.

### **3. What are the documents required for PoA attestation?**

Typically, you need:

- Completed Miscellaneous Services [form](#) (available at the embassy website).
- Original and photocopy of your Indian passport (or OCI/PIO card, if applicable).
- Valid residence permit of the Netherlands.
- Original PoA document and photocopy.
- Recent passport-sized photographs.
- Presence of two witnesses with their ID and proof of residence.
- Apostille (in case of foreign national without OCI).

**Note-** For OCI card holder recent Uittreksel with address apostilled by the district court (Rechtbank).

### **4. What is an apostille?**

An apostille is a special certificate that authenticates the origin of a public document. Some Indian Embassies require PoA documents to be apostilled by local authorities before attestation.

**5. Do witnesses need to be present?**

Yes, two witnesses (with valid ID and residence proof) need to be physically present at the time of signing and submitting the PoA at the embassy. This is mandatory.

**6. What is the processing time?**

Generally, the embassy processes the attestation within 1–2 working days. However, this may vary slightly depending on the mission and workload.

**7. What are the fees?**

Please visit the [\*\*consular fees chart\*\*](#) on our website.

**8. Can the PoA be sent to India directly after embassy attestation?**

Yes, once the PoA is attested by the Indian Embassy, it can be sent to India for use in legal, financial, or property matters.

**9. Is an in-person appointment required?**

Yes, for PoA attestation, the Embassy requires your physical presence along with witnesses. Appointments can be booked online.

**. 10. Is there a specific format for the PoA?**

No. The embassy does not prescribe a format.

The PoA can be drafted as per your needs, on plain paper or Indian Stamp Paper (note: the embassy does not provide stamp papers or any format).

**11. What about signatures?**

Indian nationals must ensure their signature on the PoA matches exactly with the one in their valid passport. If the signatures don't match, the embassy will return the documents for correction.

**12. What if I'm not an Indian national?**

- Non-Indian nationals must get the PoA apostilled by the **district court (Rechtbank)** before embassy attestation.
- OCI/PIO cardholders don't need to apostille; they can follow the process for Indian nationals but must include a **recent Uittreksel with address apostilled by the district court (Rechtbank)**.

**13. What about mentally incapacitated individuals?**

- PoA for mentally incapacitated persons is not accepted unless there's a notarized judicial guardianship order.

**14. Does the attestation of POA / Will / Affidavit certify the authenticity of the contents of the documents.?**

The attestation at the Embassy certifies only the identity of the applicant and the fact the applicant has signed the declaration in front of the Consular officer. The Embassy does not take any responsibility for the correctness of the contents.

 **TIP:** Always bring multiple photocopies of all documents and ensure that names and addresses match across all your documents.

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# ATTESTATION OF DOCUMENTS & AFFIDAVITS FAQS

## 1. What is attestation of documents?

Attestation is the process by which the Indian Embassy verifies the authenticity of documents, ensuring that they are valid for use in India or other jurisdictions.

## 2. Which documents can be attested by the Indian Embassy?

A) Documents issued by the Government of India primarily qualify for attestation by the Embassy of India (Indian passport, Adhar card, Pan card, OCI Card) Other documents could be attested only for signature (qualifying as Signature Attention service)

B) Birth/Death/Marriage/Educational Certificates etc. issued by authorities in India need to be apostilled in India (for details, please visit Ministry of External Affairs, Government of India web link: <http://mea.gov.in/apostille.htm>) if they are to be presented before the authorities in the Netherlands or before the authorities of the countries that are members of the Hague 'Apostille' Convention of 1961. The Embassy does not attest the genuineness of any document issued by authorities in India.

C) Foreign public documents, after attestation by their respective diplomatic Mission, do not need further attestation by the embassy or the Ministry of External Affairs.

Note: Only documents issued or notarized in the host country or India may be attested, depending on the type.

## 3. What is an affidavit and when is it needed?

An affidavit is a sworn statement made in writing and signed in the presence of an authorized official. It is often required for legal matters such as:

- Property disputes
- Name corrections
- NRI declarations
- Sponsorship or relationship proof

- Signature attestation of court documents/bank account forms/

Note: Embassy does not provide any draft of aforesaid affidavits/POA, etc. The attestation at the Embassy certifies only the identity of the applicant and the fact the applicant has signed the declaration in front of the Consular officer. The Embassy does not take any responsibility for the correctness of the contents.

#### **4. Can I get both attestation and affidavit services at the Indian Embassy?**

Yes, Indian Embassies provide both services. You may need to book separate appointments or follow specific guidelines for each.

#### **5. What are the general requirements for document attestation or affidavits?**

- Valid Indian passport (original and copy)
- Residence Permit (original and copy)
- Proof of address in the Netherlands
- Properly filled-in Miscellaneous application form, duly signed
- Passport-size photographs (as applicable)
- Original document along with photocopies

#### **6. Is notarization required before attestation?**

Yes, in cases of applicants with a foreign passport, documents (especially Power of Attorney or affidavits) must be notarized locally before submission to the embassy for attestation.

In case of applicants with an OCI card, uitreksel apostille by the Rechtbank (especially Power of Attorney or affidavits) must be notarized locally before submission to the Embassy for attestation.

#### **7. Can documents issued by the host country (Netherlands) be attested?**

No, only documents issued by the Government of India may be attested.

#### **8. Are documents apostilled by the Rechtbank valid in India without attestation by the Embassy?**

Yes. If a document is apostilled under the Hague Convention (1961), then attestation by an Indian embassy or consulate is **not required** for that document to be valid in India.

#### **9. Can documents be submitted by post/courier?**

No, submission is in person, but delivery of documents is by post/courier.

**10. Do I need an appointment for attestation or affidavit services?**

Yes you require prior appointments. Please send an email to [attcons.thehague@mea.gov.in](mailto:attcons.thehague@mea.gov.in)

**11. What is the processing time?**

Processing is usually done within **7–9 working days**, depending on the document and embassy workload.

**12. What is the fee for attestation or affidavit services?**

Fee is €13/- per document.

**13. Can someone else submit my documents on my behalf?**

No, documents have to be submitted in person at the counter and signed before the Embassy staff.

**14. Is attestation by the Indian Embassy recognized in India?**

Yes, attested documents are legally valid in India for government, legal, and commercial purposes.

**13. Can I get my Indian academic certificates attested for use abroad?**

No, the Embassy does not attest Indian educational certificates for foreign use. You must get them apostilled through [MEA \(Ministry of External Affairs\)](#) in India.

**14. What should I do if my name is different in documents (due to marriage, etc.)?**

You may be required to submit:

- A name change affidavit
- Supporting documents (e.g., marriage certificate)
- Passport reflecting the current name

**15. Where can I find the latest guidelines and forms?**

Visit the [official website](#) of the Indian Embassy.

# DEATH REGISTRATION, NOC & ATTESTATION OF DEATH CERTIFICATES FAQS

## 1. What is Death Registration at the Indian Embassy?

Death registration is the process by which the death of an Indian citizen occurring abroad is officially recorded with the Indian government. This is necessary for legal and consular purposes, including inheritance, property transfer, or insurance claims in India.

## 2. Why do I need to register a death with the Indian Embassy?

The Indian Embassy registers the death of an Indian citizen abroad to:

- Legalize the death for Indian administrative purposes (such as inheritance, succession, etc.)
- Provide a certified copy of the death certificate
- Provide No Objection Certificate (NOC) for the repatriation of the body/ashes to India.

Note: In case of foreign national/OCI holders, death registration will not be conducted at the Embassy, only NOC will be provided.

## 3. What documents are required for the death registration of an Indian national at the Indian Embassy?

To register a death, you generally need the following:

- Original death certificate issued by the local authorities apostilled by the Rechtbank (district court in the Netherlands)
- Passport of the deceased (original and photocopy)
- Proof of Indian nationality (Indian passport)
- Medical statement with cause of death
- Identity proof of the person registering the death (e.g., valid passport or national ID)
- Marriage certificate (if applicable)

## 4. What is a No Objection Certificate (NOC) for death registration?

An NOC is a formal declaration from the Indian Embassy, confirming that the deceased's body can be repatriated to India or cremated/buried locally. It may also be required by local authorities or airlines for the transportation of the deceased's body.

## **5. How do I apply for a No Objection Certificate (NOC) to carry Ashes to India?**

To apply for an NOC, you must provide the following:

- Death certificate apostilled by the Rechtbank (original and copy)
- Passport/OCI (original and copy) of the deceased
- Proof of relationship (e.g., birth certificate, marriage certificate)
- Letter from the local funeral service provider or mortuary (if applicable)
- Embalming statement for repatriation of mortal remains
- Medical statement with cause of death
- Cremation certificate mentioning the container number for carrying of ashes
- Proof of repatriation arrangements (e.g., flight tickets)
- Completed Miscellaneous application form (available from the Embassy website)
- Authorization letter from the immediate family in case third party accompanies the mortal remains/ashes

The embassy will verify the authenticity of the documents and, upon approval, affix its official seal for attestation.

## **6. Can I register a death at the Indian Embassy if I'm not the deceased's immediate family?**

Yes, you can register the death on behalf of the family, but you will need to provide:

- Proof of relationship with the deceased
- Authorization letter from the immediate family (if applicable)

## **7. What if the death certificate is in a foreign language?**

The Embassy will accept the death certificate, translation is not required.

## **8. Is the Indian Embassy death registration valid in India?**

Yes, the death registration conducted at the Indian Embassy is recognized by Indian authorities and is legally valid for purposes such as property succession, insurance claims, and other legal matters in India.

**9. Can the death be registered and the NOC be issued without the passport of the deceased?**

No, the passport of the deceased is mandatory for cancellation.

**10. How long does it take to register a death and obtain an NOC or attestation?**

- **Death registration:** Processing time is usually the same day, assuming all documents are in order, but it can vary depending on submission of the necessary documents
- **NOC issuance:** Processing time is usually the same day, assuming all documents are in order
- **Attestation:** Processing time is usually the same day, assuming all documents are in order

**11. Can the death registration and NOC be done by post or courier?**

No, documents have to be submitted at the Embassy counter.

**12. Do I need to notify Indian authorities in both the country of death and India?**

It is recommended to inform both local authorities (where the death occurred) and the Indian authorities (via the Embassy). However, the Embassy will take care of the death registration and provide necessary documents, which can be used in India for any legal purposes.

**13. What happens if the death occurs without prior registration with the Indian Embassy?**

You can still register the death even after some time has passed, but delays might require additional documentation or clarification. The Embassy may also request the involvement of local authorities for verification.

**14. Are there any fees for registering a death, obtaining an NOC, or attestation?**

Yes, there are fees for these services. The cost varies depending on the type of service and the country you are in. Check the embassy's official website for detailed fee structures.

**16. Can I get a copy of the registered death certificate from the Indian Embassy?**

Yes, once the death is registered, you can request additional certified copies of the death certificate for use in India or abroad. The embassy will charge a fee for additional copies.

**17. Is there any support available for repatriating the deceased's body to India?**

Yes, the Indian Embassy can assist in facilitating the repatriation of the deceased's body through repatriation agencies in the Netherlands, including providing an NOC, coordinating with airlines, and ensuring compliance with both local and Indian regulations for transportation. The family has to contact the concerned agency.

For further details, please check the official **Indian Embassy website** in your country or contact their **Consular Section**.