Embassy of India, Santiago
Consular Section · 971 Alcántara, Las Condes, Santiago, Chile · www.indianembassysantiago.gov.in

Emergency Certificate (EC)

A one-way, one-time travel document for Indian nationals whose passport is lost, stolen or damaged and who must travel to India urgently.

Fee	CLP 15.500 (online transfer only) Always check the latest fee schedule: www.indianembassysantiago.gov.in/fee-schedule.php
Processing time	No maximum time can be prescribed: it depends on verification of Indian nationality. With all documents, usually the same day.

Apply online

- Complete the online application at mportal.passportindia.gov.in/mission by creating a user ID, then select “Applicant Login”. Fill in the application accurately.
- Select the correct Indian mission: **CHILE-SANTIAGO**.
- Upload an ICAO-compliant photograph, a scanned copy of your signature and all other relevant documents before submitting (mandatory). See the photo specifications.
- In “current address”, give the address in Chile where you are staying.
- Upload all necessary documents and annexures.
- Submit the printout with the documents below in person at the Embassy or by courier.

Documents required

a. Online EC application form, completed and signed by the applicant.
b. Original Indian passport (in case of a damaged passport). If the passport is lost, the original police report mentioning the lost passport number.
c. 1 recent photograph, 2 inches × 2 inches (51 mm × 51 mm), light background, pasted on the Personal Particulars Form PDF. Do not staple or pin it. Upload the same photograph in the online form.
d. Copy of the previous Indian passport, wherever possible.
e. Copy of valid Chilean visa, PDI slip or Chilean RUT card.
f. Proof of payment of the fee of CLP 15.500.
g. Letter explaining why you are applying for an Emergency Certificate.
h. Proof of Indian nationality, if the passport is not available.
i. Annexure “F” PDF and Annexure “E” PDF, filled in and signed by the applicant.
j. Other ID proofs, such as driving licence, PAN or Aadhaar.
k. One-way travel itinerary, if you have one.

> **A personal interview is required.** Please come to the Embassy with all the documents between 10:00 AM and 12:30 PM on any working day. Do not make firm travel bookings

> before receiving the Emergency Certificate. If you cannot come in person, a phone call with the Consular Officer is mandatory.

If you send the application by courier, check with the courier that it has been delivered before making any status enquiry.

How to pay

Only electronic transfers are accepted. Cheques, money orders, credit cards, debit cards and cash are not accepted.

A/C Number	102784
Bank name	Banco Santander
A/C Type	Cuenta Corriente
RUT	69.903.100-3
A/C Name	Embajada de la India
Destination email	cons1[dot]santiago[at]mea[dot]gov[dot]in

Please attach a copy or screenshot of the payment to your application. Fees once received will not be refunded under any circumstances, even if the application is withdrawn or the case does not qualify for the service.

Where to submit

In person: Consular Section, Embassy of India, 971 Alcántara, Las Condes, Santiago (Chile), ZIP Code 7550427. 10:00 AM to 12:30 PM, Monday to Friday, except official holidays.

By post or courier: 971 Alcántara, Las Condes, Santiago (Chile), ZIP Code 7550427, Mail Box 10433, Santiago. Use a courier service with tracking and keep the tracking numbers (also for the return courier).

The Embassy of India will not accept any responsibility if a courier is lost, misplaced, damaged or delayed.

Printable version: Emergency Certificate (EC) PDF