



MANUAL APPLICATION FORM Smart Pakistan Origin Card (SPOC)

International Operation Department
National Database and Registration Authority
Ministry Of Interior

Applicant
Passport Size
Photograph
with
white background
as per
ICAO Standards

45mm

PERSONAL DETAILS

- * 1 Application Type New Duplicate Modification Renewal Office Mistake
- * 2 Tracking ID:
- * 3 Receipt No:

- * 4 Grounds on Which you Claim your POC
 Ex-Pakistani FPO's Family Member
 Parents/Grand Parents Based Spouse Based

- * 5 Given Name(s)
- * 6 Surname
- * 7 Citizen Number
- * 8 Gender Male Female Others
- * 9 Date of Birth
- * 10 Marital Status Married Un-Married Divorced Widowed
- * 11 Religion

Please Provide the Answers of the Following Questions

- * 12 Have you ever been a citizen/national of India or Israel? No Yes
- * 13 Have you ever been deprived of Pakistani Citizenship by the order of the Government of Pakistan ? No Yes
- * 14 Any of your parents / grand parents are presently citizen / national of India or Israel? No Yes
- * 15 Profession
- * 17 Are You a Twin Sibling? No Yes
- * 18 Have Any Disability? No Yes
- * 19 Certificate No.

Please Provide Your Passport / Nationality Details

- * 20 Issuing Country
- * 22 Foreign Passport No.
- * 21 Issue Date
- * 23 Expiry Date

Please Add All Your Present or Previous Nationalities

- * 24 Nationality Type Present Previous
- * 27 Country
- * 25 Date of Acquiring Nationality
- * 28 Date of Leaving Nationality
- * 26 Renunciation Certificate No.

Mention additional nationalities on separate paper if any as per given format

RELATIVES DETAILS

- * 29 Father Name
- * 30 Citizen Number
- * 31 Present Nationality
- * 32 Mother Name
- * 33 Citizen Number
- * 34 Present Nationality
- * 35 Spouse Name
- * 36 Citizen Number
- * 37 Marriage Date
- * 38 Add Blood Relative Having Citizen No. (CNIC/NICOP) No Yes
- * 39 Relative Citizen No.
- * 40 Relative Name
- * 41 Relative Relation with Applicant

Mention additional relatives details on separate paper if any as per given format

PRESENT ADDRESS

PERMANENT ADDRESS

- * 42 Country
- * 47 Country
- * 43 State/Province
- * 48 State/Province
- * 44 Street/Additional Details
- * 49 District
- * 50 Teshil
- * 51 City
- * 52 Street / Additional Details
- * 45 City
- * 46 Postal Code

APPLICANT CONTACT DETAILS

- * 53 Phone No. 1.
- * 54 Email 1.
- 2.
- 2.



55 APPLICANT'S DECLARATION (Declaration "e" for Muslims Only)

- a. I Solemnly affirm that the information presented in the form above is true according to the best of my knowledge and I have not concealed any information.
- b. I understand that the information I provided may be verified and I consent to this verification.
- c. I hereby certify that the information given on the form and on the attached documents is accurate and that is a serious offence to provide falls / misleading information which may be grounds for my prosecution in any court of law.
- d. I do hereby declare that I am not a citizen of any country other than Pakistan & the countries having dual nationality agreement with Pakistan and Germany (Children of Pakistani parents who grew up in Germany and who have due to their birth in Germany acquired German nationality in addition to their parent's nationality) and in case I obtain citizenship of any country other than Pakistan & the countries having dual nationality agreement with Pakistan, in the future, I shall inform NADRA accordingly.
- e. I declare and solemnly affirm that I believe in the absolute and unqualified finality of the Prophethood of Muhammad (peace be upon him), the last of the Prophets, & I do not believe in, or recognize as Prophet or religious reformer, any person who claimed or claims to be a Prophet , in any sense of the word or of any description whatsoever, after Muhammad (peace be upon him), nor do I belong to the Quadiani group or the Lahori group (who call themselves ' Ahmadis ' or by any other name).

APPLICANT'S SIGNATURE

DATE / MONTH / YEAR
 DD MM YEAR

***56** APPLICANT'S FINGERPRINTS

RIGHT THUMB	RIGHT INDEX	RIGHT MIDDLE	RIGHT RING	RIGHT LITTLE
LEFT THUMB	LEFT INDEX	LEFT MIDDLE	LEFT RING	LEFT LITTLE

***57** VERIFIER DECLARATION (Must be CNIC / NICOP Holder)

I Solemnly verify that applicant is personally known to me and the information provided on the form is correct. I may be held accountable in case of misrepresentation of information.

FULL NAME: _____

CNIC/ NICOP No. _____

CONTACT NUMBER: + _____

58 PAK MISSION DETAILS

*** 1** Application Type New Duplicate Modification Renewal Office Mistake Date: DD MM YEAR

*** 5** Applicant Given Name (s): _____

*** 7** Citizen No.: _____

*** 3** Receipt No.: _____

Amount: _____

Currency: _____

Stamp _____

Signature _____

Applicant Passport Size Photograph with white background as per ICAO Standards 35mm

Form and Documents Receiving Person's Name and Designation

INSTRUCTIONS

- The information provided in the form must not differ from information submitted in online application form. In case the information provided in application form is incorrect, incomplete or different from the information provided in online application form, your application may be delayed or rejected. We strongly recommend that you may ensure that information is correct before uploading your form.
- Form must be completely filed with black pen in capital letters. Fields having * are compulsory.
- Use Black ink pad to capture the fingerprint impressions on the form.
- Ensure notations are made for any missing fingerprints (i.e. Amputation).
- Ensure that the fingerprint impressions are within the boundaries of the designated field or box and are according to the specifications mentioned in the guideline (<http://id.nadra.gov.pk/docs/fingerprintingguidelines.pdf>)
- Ensure that the form is printed on A4 / Letter page size.
- This form must be scanned at least on 600 dpi.
- The form size must not exceeded from 10 MB.

Signature & Stamp

SMART POC
 Approval by AD IOD



INSTRUCTIONS - POC

1. General Instructions:

- a. Please fill the form in **BLACK INK** and clearly print or type only in **CAPITAL/BLOCK** letters and avoid contact with the edges of the box. A box may be left empty wherever a word ends and a new word begins in the same line or where nothing further is to be written.
- b. Over-writing is not allowed. Please make sure the form is filled as neatly as possible. Applicant will be responsible for any mistakes / omissions.
- c. Wherever small choice boxes are provided in the form the box adjacent to the appropriate answer is to be marked as “**X**”.
- d. In case applicant is illiterate left hand thumb impression at serial No. 55 is mandatory. Such applicant shall affix left hand thumb impression at the end of page 1 (B). Parent/guardian may sign in case of inability on part of the applicant.
- e. NIC/CNIC/NICOP/POC number is to be written/entered without dashes.
- f. Get the form (completed in all respect) with verifier declaration, affix 2 x recent photographs and affix all fingerprints on the form.
- g. Any adult CNIC/NICOP/POC holder other than referenced relative can attest the form.
- h. Fee for processing of Pakistan Origin Card (POC) is applicable as per prevailing fee structure. Detail is available on NADRA website (www.nadra.gov.pk) and with NADRA offices and Pak Embassies/Consulates/Missions.

Note: You should inform NADRA in writing along with this form, if you are/were a citizen or national of an independent state or country comprising any of the territories included in India on the 31st March, 1937.

2. Documents Required:

- a. Bank Receipt.
- b. Two Recent Photographs (33x45 MM).
- c. Attested photocopy of Foreign Passport (Non-Expired) with minimum expiry of 06 x months.
- d. Applicant's Pakistani ID like CNIC, NIC, Passport etc OR any of Parents / Grand Parents Pakistani ID and document(s) to show link with Parents, Grand Parents like Birth Certificate, Education documents etc and any Pakistani living relative's ID with statement OR Attested copy of marriage certificate, Pakistani spouse's ID with his/her declaration / Affidavit.
- e. Attested marriage certificate only for female applicants (if CNICs/NICOP/Pakistani Passport was not issued with husband's name).
- f. Original CNIC/CRC/NICOP (if held). Applicant will have to apply for cancellation of CNIC/CRC/NICOP prior to processing of POC application if age is greater than 21 years. Affidavit for Single National (attested by **Pakistani Embassy / Consulate**) and renunciation certificate is required from Dual National.
- g. Any other document may also be required for verification purpose.

3. Instructions on Individual Fields:

- a. Types of application (Field 1,4,8, 10,12,13,14,16,17,18&24): Applicant must mark “**X**” only one choice.
- b. All Names (Fields 4 to 19 where applicable): If any of the name is larger than the space provided, you MUST abbreviate it appropriately as you would like it to appear on the card and should not exceed **twenty-seven (27) characters** in any case including spaces.
- c. NIC number (Field 2 to 29 where applicable) All numbers must be written without dashes, leave unused **Blank Spaces**.
- d. Date of birth (Field 9): Year of birth is mandatory. In such cases day and month will be considered as 1st January.
- e. Email (Field 54): Provide your email address or of any relative.
- f. Field (38-41): Relative information is compulsory in all categories (field 4).
- g. Photo, Thumb and Signature MUST not exceed allotted space otherwise it will be truncated. Photo with eyes opened clearly visible (without glasses), and no hair falling across the face or eyes.
- h. Fill out payment details in (Field 53) and attach original deposit slip.
- i. For Modification/Change in already issued POC, please highlight the filed (s) which you want to modify.
- j. Fingerprints are mandatory to be affixed in the “Applicant's finger impression ” in (Field 56).
- k. If field 18 is yes then field 19 is mandatory with documentary evidence.
- l. Present Address (Field 42, 43, 44, 45&46) and Field 47 Permanent / Pakistani address (Field 48,49, 50,51 & 52): Please fill in complete address as you would like it to appear on the card. Abbreviate longer names appropriately so that they remain understandable. One Pakistani address is mandatory.

4. Declaration by Pakistani Spouse (Foreign Spouse Case only):

I being Pakistani Spouse of the applicant, own the responsibility of reporting to NADRA for cancellation of POC in case separation/divorce is effected.

Signature of Pakistani Spouse

5. Disclaimer:

NADRA accepts no responsibility for any error in the card if it is not attributable to office mistake. Office mistake must be reported within **90 days** of receipt of card.

Applicant's Signature