



PREMIUM ADVISORY DOCUMENT

# Exit Permit *India*

*The Definitive 2026 Document Checklist*  
*FRRO Clearance · Overstay · Lost Passport · Newborns*

<b>AUTHORITY</b> <b>FRRO</b> <i>via e-FRRO portal</i>	<b>PROCESSING TIME</b> <b>2 – 3 wks</b> <i>standard cases</i>	<b>COMMON CASES</b> <b>9 Types</b> <i>covered in guide</i>	<b>MIN. PENALTY</b> <b>₹ 50</b> <i>LTV-eligible</i>	<b>MAX. PENALTY</b> <b>₹ 2 L+</b> <i>over 1-yr overstay</i>
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<b>★</b> <b>4.9 / 5</b> <i>Google &amp; Facebook</i>	<b>⌘</b> <b>6+ Years</b> <i>Immigration Expertise</i>	<b>◆</b> <b>25+</b> <i>Countries Served</i>	<b>◆</b> <b>End-to-End</b> <i>Documentation Support</i>
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# I

## What is an Exit Permit & Why It Matters

Official FRRO permission to leave India when visa status is invalid

### ✦ Issued by FRRO via the e-FRRO portal

An Exit Permit is official travel permission issued by the **Foreigners Regional Registration Office (FRRO / FRO)** to foreign nationals who cannot leave India on their current visa status. It allows immigration officers to verify that the foreign national has been cleared to depart legally — issued through the **e-FRRO system** at [indianfro.gov.in/eservices/](http://indianfro.gov.in/eservices/).

### ⚠ Five Risks Without an Exit Permit

Without proper immigration clearance, foreign nationals face **(1)** immigration objections at departure, **(2)** departure delays at the airport, **(3)** legal complications, **(4)** future visa rejections, and **(5)** overstay penalties. Airport authorities can stop departure entirely if clearance is pending.

# II

## Who Needs an Exit Permit in India

Nine common situations requiring FRRO exit clearance

### CASE 01

#### Expired Visa Holders

Foreign nationals whose Indian visa has expired and who need legal clearance to leave the country.

### CASE 02

#### Visa Overstay Cases

The most common reason — staying in India past visa expiry date triggers a mandatory Exit Permit + penalty.

### CASE 03

#### Lost Passport Cases

When the original passport is lost in India and the traveller has only an emergency certificate or new passport.

### CASE 04

#### Visa Cancellation Cases

When the Indian visa has been formally cancelled by immigration authorities.

### CASE 05

#### OCI Surrender Cases

OCI cardholders surrendering their card or facing cancellation-related departure clearances.

### CASE 06

#### Emergency Exit Situations

Urgent travel needs — family emergency, medical evacuation, or critical personal reasons.

### CASE 07

#### Foreign Child Born in India

Newborns of foreign parents born on Indian soil require Exit Permit approval before first departure.

### CASE 08

#### Rejected Extension Applicants

Foreign nationals whose visa extension application was denied by FRRO.

### CASE 09

#### No Valid Stay Documents

Anyone in India without valid stay documentation needs Exit Permit to depart legally.



## Master Document Checklist

*Common documents required for all Exit Permit applications*

### ◆ Apply via e-FRRO at [indianfro.gov.in/eservices/](https://indianfro.gov.in/eservices/)

All Exit Permit applications are filed online through the e-FRRO portal. The documents below are the **universal baseline** required for every case — case-specific additions follow in the next section.

- Passport Copy**  
Clear colour copy of the bio-data page and all visa / stamp pages.
- Visa Copy**  
Self-attested copy of the current or most recent Indian visa.
- Recent Photograph**  
Passport-size photograph with a light background, taken within the last 6 months.
- Address Proof in India**  
Current Indian residence proof — rent agreement, utility bill, or Form C (if at hotel).
- Confirmed Flight Ticket**  
Booked outbound air ticket with confirmed travel date and PNR.
- Application Form**  
Completed Exit Permit application form via the e-FRRO portal.
- Explanation / Justification Letter**  
Written explanation of why the Exit Permit is required — circumstances, dates, and intent.
- Penalty Payment Receipt**  
If overstay applies — receipt confirming the prescribed penalty has been paid.
- Police Complaint Copy (FIR)**  
For lost passport cases — FIR registered with local police station.
- Birth Certificate**  
For newborn child cases — Indian-issued birth certificate.



## Case-Specific Documents

*Additional documents required based on the applicant's situation*

### A Visa Overstay Cases

- Written Explanation Letter**  
Detailed written explanation describing reasons for the overstay.
- Penalty Payment Receipt**  
Receipt confirming the overstay penalty has been paid as per the FRRO schedule.
- Supporting Documents**  
Medical records, work documents, or other evidence supporting the overstay reason.
- Police Verification Records**  
If FRRO requests, a police verification report may be required.

### B Expired Visa Cases

- Passport with Expired Visa**  
Original passport showing the expired Indian visa page.
- Flight Details**  
Confirmed booking with travel date — typically within 7–14 days of application.
- Explanation Letter**  
Letter explaining the reason for not departing before visa expiry.

### C Lost Passport Cases

- Police Complaint / FIR Copy**  
FIR registered at the local police station reporting the loss of the passport.
- New Passport or Emergency Certificate**  
Replacement passport or emergency travel certificate issued by your embassy.
- Embassy Acknowledgement**  
Letter or acknowledgement from the embassy confirming passport replacement.
- FRRO Registration Proof**  
Original FRRO registration certificate, if any was issued earlier.
- Justification & Request Letter**  
Combined justification and request letter explaining the loss and exit need.

**IV**

**Case-Specific Documents** — *continued*  
*Newborn cases & special OCI scenarios*

**D Foreign Child Born in India**

- Indian Birth Certificate**  
Birth certificate of the child issued by the Indian municipal authority.
- Parents' Passport Copies**  
Clear copies of both parents' valid passports.
- Parents' Visa Copies**  
Self-attested copies of both parents' current Indian visas.
- Child's Passport / Emergency Certificate**  
Passport for the newborn issued by the embassy of the parents' nationality.
- Hospital Discharge Summary**  
Discharge summary from the hospital in India where the child was born.
- Indian Address Proof**  
Residence proof for the family during the child's stay in India.

**E OCI Card Holders** — *special cases*

- OCI Card & Foreign Passport**  
Both sides of the OCI card and the bio-data page of the linked foreign passport.
- Cancellation / Surrender Documents**  
If OCI is being cancelled or surrendered — supporting paperwork.
- Passport Mismatch Explanation**  
Written explanation if there is a mismatch between the OCI card and current passport.

★ **FRRO May Request More Documents Anytime**

The lists above are typical baselines. FRRO reviews each case individually and **may request additional documents** during processing — respond promptly to all requests to avoid delays.



## e-FRRO Step-by-Step Application Process

*Eight steps from registration to certificate download*

1

### Online Registration

Create your account on the e-FRRO portal — [indianfro.gov.in/eservices/](http://indianfro.gov.in/eservices/)

2

### Nationality & Address

Select your nationality, state, district / city, then enter your name, surname, and gender as per passport.

3

### Select Service

Choose **Exit Permit** from the available e-FRRO services list.

4

### Fill Personal Details

Enter passport, visa, Indian & home-country address, arrival details, and reference details exactly as per passport.

5

### Upload Documents

Upload passport copy, visa copy, address proof, photograph, and justification letter — all as clear colour scans.

6

### FRRO Review & Verification

Wait for FRRO to review. They may request additional documents or arrange police verification at your home or office.

7

### Application Processing

Typically processed in **2 – 3 weeks**. Physical visit only if FRRO/FRO specifically calls or emails you.

8

### Pay Fees & Download

Pay online via UPI / Net Banking / Credit / Debit Card, then download the Exit Permit Certificate from the portal.

### ◆ Personal Details Required at Step 4

**Basic:** Full Name, Gender, DOB, Place of Birth, Nationality, Marital Status. **Passport:** Number, Place & Date of Issue, Date of Expiry. **Visa:** Type, Number, Issue & Expiry dates, Issuing Authority. **Indian Address:** Current address, city, state, PIN, phone, email. **Home Address & Arrival:** Permanent address, arrival date, port of entry, flight number.

**VI**

## Overstay Penalty Schedule

Official FRRO penalty matrix by overstay duration & nationality

### ★ Penalty Categories Explained

**LTV-Eligible:** Tibetans, Buddhist monks from Mongolia, and Pakistani nationals married to Indian citizens (eligible for Long Term Visa). **Afghanistan (Non-LTV):** Afghan nationals not eligible for LTV. **All Other Nationals:** Standard penalty rates for foreign nationals worldwide.

OVERSTAY DURATION	LTV-ELIGIBLE*	AFGHANISTAN (NON-LTV)	ALL OTHER NATIONALS
1 – 30 Days	₹ 50	₹ 1,000	₹ 10,000
31 – 90 Days	₹ 100	₹ 1,000	₹ 20,000
91 – 180 Days	₹ 200	₹ 1,000	₹ 50,000
181 Days – 1 Year	₹ 300	₹ 1,000	₹ 1,00,000
More Than 1 Year	₹ 500	₹ 1,000	₹ 2,00,000 + ₹ 50,000 / extra year

### ⚠️ FRRO Can Reject Exit Permit Applications

Applications are routinely rejected when **(1)** documents are incomplete, **(2)** information is incorrect, **(3)** overstay duration is serious, **(4)** immigration rules have been violated, or **(5)** police clearance comes back negative. Accurate, complete documentation is the single biggest factor in approval.

**VII**

## Common Reasons for Delay

*Issues that slow Exit Permit processing — and how to avoid them*



### Wrong Passport Details

Even a single typo in passport number or DOB triggers FRRO re-verification.



### Incomplete Documents

Missing one mandatory document restarts the review cycle from the beginning.



### Unclear Explanation Letters

Vague or contradictory justification letters lead to follow-up queries.



### Missing Visa Pages

Failing to upload all visa / stamp pages — especially the arrival immigration stamp.



### Police Verification Delays

Local police station turnaround can add 1–2 weeks to processing.



### Unpaid Penalties

Failing to pay the prescribed overstay penalty halts the application entirely.

**VIII**

## Important Tips for Exit Permit India

*Practical guidance from 1,000+ successful Fargo Worldwide cases*



### Apply Well Before Travel Date

File at least 3 weeks before departure to avoid last-minute crises.



### Upload Clear, Legible Scans

High-resolution colour scans — blurry uploads are the #1 cause of rejection.



### Check Visa Expiry Regularly

Set calendar reminders — overstay is far easier to prevent than to remedy.



### Keep Passport Copies Safely

Digital and physical copies — invaluable if the passport is lost.



### Respond Quickly to FRRO Emails

FRRO queries have short response windows — late replies extend processing.



### Do Not Ignore Overstay Notices

Act immediately if FRRO sends notice — ignoring escalates penalties.



### Carry Printed Exit Permit on Travel

Always carry a printed copy of the Exit Permit Certificate to airport immigration — digital alone is not enough.

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