

## File Closure Request

*[Instructions to applicant: Please print this form, fill it out correctly, sign it, and scan it properly as a **PDF** (NOT as an image file). Please send the duly filled, signed, scanned PDF from the **email address mentioned in the application** to [rpo.pune@mea.gov.in.](mailto:rpo.pune@mea.gov.in)]*

**To**  
**Passport Issuing Authority (PIA), Policy Section,**  
**Regional Passport Office, Passport Bhawan, Sr. No. 5/2/2,**  
**Baner-Pashan Link Road, Baner, Pune - 411045**

**Applicant's Complete Name:** \_\_\_\_\_

(as in the application)

**Application Number: PN** \_\_\_\_\_

Respected Sir/Madam,

I request you to close the above-mentioned application.

2. I understand that if I had previously requested to close any other application(s) submitted under RPO Pune, the concerned application(s) will also be closed.

3. I have submitted or will submit a new application online and will follow the process via the concerned PSK/POPSK.

**Sign:** \_\_\_\_\_

**Applicant's Complete Name:** \_\_\_\_\_

(as in the application)

**Date:** \_\_\_\_\_