

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 passport application to [rpo.pune@mea.gov.in.](mailto:rpo.pune@mea.gov.in)]

To
Passport Issuing Authority (PIA),
Regional Passport Office, Pune

Respected Sir/Madam,

I,
(applicant's name as in the passport application), submitted the passport application number ***(Note: Mention the complete application number containing 15 digits/letters starting with PN).***

2. I request PIA to close the above-mentioned passport application.

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

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

Sign: _____

Name:

Date: