

### **Supporting Documents required for Green Book correction**

1. Correction Application Form – 1 page
2. Fee of US\$ 20.00, and for emergency case US\$ 30.00 – Check in the name of ‘office of Tibet’
3. Original green book with 2-stamp size recent picture. (While taking passport picture, you may ask to minimize the face ratio, so that you could cut the picture to match the required size)
4. If your correction does not require any changes to your book, then you are not required to send your original book and picture.
5. List of common accepted supporting documents. You are required to submit at least two accepted supporting documents to claim your correction.
  - a. Copy of Passport or Green Card/Permanent Resident card or Citizen certificate
  - b. Copy of Identity Certificate (Travel document issued by India)
  - c. Copy of Registration certificate from India
  - d. Copy of Special Entry Permit (SEP) from India
  - e. Copy of Class X Pass certificate
  - f. Copy of Birth certificate
  - g. Copy of Marriage certificate
  - h. Letter from Tibetan settlement office or Letter from Rangden Tsokchung (India, Nepal & Bhutan) with detail information such as name, date of birth, place of birth, parent’s name, etc.
  - i. Copy of letter from Tibetan Reception center (Ney-Len Khang)
  - j. Any other documents which has a legal validity.

Note:

- You may contact the office of Tibet at [otny@tibet.net](mailto:otny@tibet.net) or 212-213-5010 (Ext 14) by discussing in detail before applying for green book correction
- Those who have already applied and corrected their green book before shall not be permitted for correction again.
- Those applicants, who are applying by post or through Tibetan Association, must get all the supporting documents attested (seal & sign) by respective Tibetan Association before sending it to the office of Tibet. And those applicants coming in person to the office of Tibet will get it attested at the office.

### **Supporting Documents required for Green Book lost**

1. Lost Application Form – 2 page
2. Fee of US\$ 20.00, and for emergency case US\$ 30.00 – Check in the name of ‘office of Tibet’
3. 2-stamp size recent picture. (While taking passport picture, you may ask to minimize the face ratio, so that you could cut to match the required size)
4. Personal letter stating that how and when was your green book lost

Note:

- If your lost green book is old one (number which does not start with 2 alphabet and 7 numbers), you cannot fill up lost form, but must apply for new green book.
- All your information in the form must match with your lost green book; otherwise, it shall create delay in processing to issue a duplicate copy.
- Those applicants, who are applying by post or through Tibetan Association, must get all the supporting documents attested (seal & sign) by respective Tibetan Association before sending it to the office of Tibet. And those applicants coming in person to the office of Tibet will get it attested at the office.