



सत्यमेव जयते

Consulate General of India

Atlanta

Consulate General of India- Atlanta



The Consulate Serves following states and territories

- ✓ Alabama
- ✓ Florida
- ✓ Georgia,
- ✓ Mississippi
- ✓ Puerto Rico
- ✓ South Carolina
- ✓ Tennessee
- ✓ Virgin Islands.

Consular Services

- ✓ Visa
- ✓ OCI
- ✓ Passport Services
- ✓ Miscellaneous services
- ✓ Renunciation



Outsourced Agency

- Cox & Kings Global Services (CKGS) is the only Authorized Agency for all consular services.
- No other agency has been authorized for Consular Services.
- All applications , except for miscellaneous services to be submitted through CKGS. Miscellaneous services are delivered at the Consulate.
- CKGS is authorized to collect fee for consular services from the applicants as specified on CKGS website.
- Applications can be submitted
 - a) Personally
 - b) By Post

CKGS - Contact Details

- **CKGS Visa Application Centre Atlanta (VISA , OCI , Renunciation)**
- **Address**: 5883 Glenridge Dr, Suite 180 Sandy Springs, GA 30328
- **Phone**: (516) 206-1483
- **Hours**: Open (Mon- Fri) : 9AM–6PM
- Website : <https://www.in.ckgs.us/application-center/atlanta>
- Contact Persons :
- Karan Desai – karan.desai@ckgs.com
- Leonardo Maia – leonardo.maia@ckgs.com

CKGS - Contact Details

- **CKGS Passport Application Centre Atlanta**
- **Address**: 5883 Glenridge Dr, Suite 160 Sandy Springs, GA 30328
- **Phone**: (516) 206-1483
- **Hours**: Open (Mon- Fri) : 9AM–6PM
- Website : <https://www.in.ckgs.us/application-center/atlanta>
- Contact Persons :
- Karan Desai – karan.desai@ckgs.com
- Leonardo Maia – leonardo.maia@ckgs.com

How can you contact us ?

- **Consulate General of India**
5549 Glenridge Drive NE,
Atlanta, GA-30342,
- **Phone : (404) 963-5902**
- **Fax : (678) 935 7054 / (678) 905 9591**
- **For Passport**
- **Phone:- (404) 996-6230**
- **Email : passport@indianconsulateatlanta.org**
- **For Visa :**
- **Phone:- (404) 996-6228**
- **Email:- visa@indianconsulateatlanta.org**
- **OCI Services:-**
- **For OCI /PIO**
- **Phone :- (404) 963-7742**
Email :oci@indianconsulateatlanta.org
- **Miscellaneous Services:-**
- **Phone : (404)963 5902 Ext 124**
- **Email : consular@indianconsulateatlanta.org**

You can reach us on : Facebook : www.facebook.com/ConsulateGeneralofIndiaAtlantaUSA Twitter :www.twitter.com/Ind_Cons_Atl

For any further information visit our website : <http://www.indianconsulateatlanta.org/>

Consulate - Working Hours

- Office hours : 9.30 till 1800 hours with 1300 – 1330 Lunch Break
- Consular Services Hours 10:00 am to 12:30 pm (Monday to Friday)
- Consular Pick-up Hours : 4:30 pm to 5:30 pm (Monday to Friday)
(All hours are in Atlanta time – Eastern Standard Time in USA)
Working days - Monday to Friday
- List of holidays : <http://www.indianconsulateatlanta.org/cgi.php?id=Holiday>

VISA

Average processing time

2-3 working days

Normally done on the next day

Emergency Visas done on the same day



VISA - General Guidelines

- Go through the website thoroughly and raise queries
- All visa applications have to be done online
- Instructions are very clear on the CKGS website.
- E-visa is an online visa processing, which is not handled by the Consulate, it is directly dealt by Ministry of Home Affairs, New Delhi. If approved, then Ministry sends a confirmation by e-mail within 72 hours.
- Consulate has no role in E – Visa processing.
- E-visa only authorized website :
<https://indianvisaonline.gov.in/visa/tvoa.html>



VISA – Things to note

- People of Pak origin – prior clearance is required, irrespective of their marriage with Indian national, OCI card holder, etc.
- Emergency visa issued 24 X 7 depending upon the exigency
- Contact numbers for emergency (after office hours and holidays) available at our website which is 404 941 7528.



OCI

Average processing time

4-5 Weeks

Eligibility

Self, Mother, Father, Grand Father/Mother, Great Grand Mother/Father have to be Indians

Onus of the proof of Indian Nationality lies with the applicants. Details of eligibility available in the website



OCI - General Guidelines

- Go through the website thoroughly and raise queries
- All OCI applications have to be done online
- Instructions are very clear on CKGS website.
- All PIO cards have to be converted into OCI cards. The last date for conversion of PIO to OCI card is 30th June 2017. This is done gratis.
- Practice of issuing visa stickers on Passport has been done away with. One can just travel with the OCI card alone.



OCI – Things to note

- Please fill up the forms correctly. The documents should be consistent with name, place of birth, Previous nationality
- No fancy photographs. Photographs as per specifications laid on the website
- No OCI cards for People of Pak origin – irrespective of their marriage with Indian national, OCI card holder, etc.
- There is no Tatkal OCI card. The minimum waiting period is 4 weeks.



Indian Passports

Average processing time

- 4- 5 weeks
- Atlanta does not have passport printing facility. All Passports are printed in India and then received through courier.
- No Tatkal passport facility in Atlanta. Tatkal facility is available in Washington. Refer the link for further details :
- <https://www.indianembassy.org/pages.php?id=19>
- As per the International Civil Aviation norms, no international airport allows usage of hand-written passports after 24th November 2015.



Passport – General Guidelines

- Go through the website thoroughly and raise queries.
- All Passport applications to be done online.
- Instructions are very clear on the CKGS website.
- People who have valid visas or resident permit would only be provided with passport services.
- Applicants who do not have proper residence permit would not be provided with passport services. However, if they can prove that their application for regularization of legal stay is under process, then a short validity passport (SVP) for one/two year can be issued, for facilitating their case. In such cases, applicants have to provide the proof of their application process.



Passport – Things to note

- Please fill up the forms correctly. The documents should be consistent with name, place of birth, Previous nationality.
- No fancy photographs. Photographs as per specifications laid on the website.
- Delay in issuance of passports can be due to in-complete/Data not available/adverse Police Verification Report (PVR) for old passport in our system.
- Passports are not issued without verification process from old passport issuing authority.



Passport – Things to note

- Passport is an important identity document and primary facts on the document cannot be changed frivolously. There are rules on how to change the name, place of birth, date of birth etc. The rules have clearly been laid out on the website.
- Passport applicants are requested to contact us directly rather than through lawyers or arbitrators for any passport related concerns.



Miscellaneous Services at the Consulate

All services generally rendered on the same day

Applications received either directly or via mail

We cannot legalize documents for those people who do not have valid visas or resident permit.

US passport holders are required to get their documents apostille before seeking attestations. However OCI card holders or old Indian passport holders are exempted from getting the document apostilled.

Emergency

The Consulate is equipped to deal with any Emergency situation. There is 24 hour Hot-line to deal with any emergency situation after office hours and holidays, be it emergency visa, death case or any other emergency situation.

In case of emergency regarding consular matters including visa please call 404 941 7528.

Enquiries and Grievances handling

- A consular officer is available at the Consulate from 10.00 am -12.30 pm on all working days to address legitimate grievances and resolve issues related to all Consular matters.
- You can reach to following Officers via e mail / phone
- Mr. R. Srinivasan – Consul (Consular & HOC)
- Phone : (678) 705-9662 E mail : pol.atlanta@mea.gov.in
- Mr. Tarlok Badhan - Vice Consul (Passport/Consular)
- Phone : 404 835 2726 E mail : cons.atlanta@mea.gov.in
- Mr. Ramesh Kamra - Vice Consul (OCI/Visa)
- Phone : 678 732 3271 E mail : cons.atlanta@mea.gov.in



Enquiries and Grievances handling

- All emails received about status of application or grievances are either responded to by email or by phone at the earliest.
- For Grievances related to Consular services - MADAD portal is available at <https://portal2.madad.gov.in/AppConsular/welcomeLinkof> for grievances redressal
- Consulate will hold an Open House from 10 am to 1 pm on the first Wednesday and 2 pm to 5 pm on the third Wednesday of every month w.e.f. January 2017. If this happens to fall on a holiday, the Open House shall be held on the first working day thereafter .
- Consulate can be reached on :
Facebook at <https://www.facebook.com/ConsulateGeneralofIndiaAtlantaUSA/>
Twitter at www.twitter.com/Ind_Cons_Atl