

Fees and Methods of Payment

1. Fees: **Swiss Frank 130.00** for a new passport and Travel Document, and **Swiss Frank 25.00** per child for endorsement of a child in parent's passport. Please also read the application and delivery options below.
2. Fee may be paid in cash at the Embassy or may be paid at the following account of the Embassy:

Post Finance Swiss Post

Postal Account No:-17-316926-8

IBAN: - CH61 0900 0000 1731 6926 8

BIC: - POFICHBEXXX

**Embassy of Nepal
81, rue de la Servette
1202, Geneva, Switzerland**

3. Please enclose the **original receipt** of the payment with your application.

Application and Delivery Options

1. Application may be forwarded by post.

For applicants living in Switzerland

2. Applicant can collect passport and original documents in person from the Embassy. If the applicant wishes to receive passport by **post, a postage paid self-addressed registered return envelope** should be provided with the application.
3. The Embassy is not liable for any damage or losses of the passport or documents in the post and non-delivery of it due to inaccurate/incomplete address or insufficient postage paid.

For applicants living in Italy and Croatia

4. Applicant can collect passport and original documents in person from the Embassy.
5. If the applicant wishes to receive passport by post, please pay additional postage charge of CHF 12.00 (Swiss Frank Twelve) and enclose a self-addressed return envelope with the application. Thus, an applicant living in Italy and Croatia has to pay by bank transfer to the account of the Embassy an amount of CHF 142.00 (CHF 130.00 as passport fee + CHF 12.00 as postage charge). The Embassy uses regular registered post and this does not include the charge for express post.
6. The Embassy is not liable for any damage or losses of the passport or documents in the post and non-delivery of it due to inaccurate/incomplete address or insufficient postage paid.