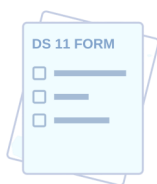


Passport Application Checklist - **Ages 15 & Under**

This is only a general guide. For special circumstances/requirements & up-to-date fees, [visit travel.state.gov](http://travel.state.gov)



DS-11 Application Form

- Form must be completed in **black ink** prior to your appointment.
- If you make an error, complete a new form. **Do not correct.**
- Complete lines 1-21.
- Do **not** print double-sided.
- Do **not** sign.



Child and Both Parents/Guardians Present

If both parents/guardians are listed on the birth certificate, guardianship, or adoption orders, they both must be present.

If one parent cannot appear in person:

- Non-appearing parent may complete and notarize form DS-3053 prior to passport appointment.
- Photocopy of the front and back of the non-appearing parent's valid driver's license or government-issued ID (print **one-sided**, not double-sided).



Both Parents' Identification (if both are listed on parental/guardianship documents)

Bring one (or more) of the following:

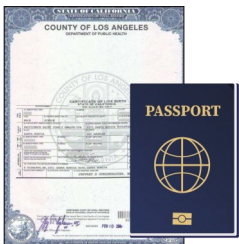
- Valid Driver's License
- Current Passport
- Government Employee ID
- Certificate of Naturalization



Proof of Parental/Guardian Relationship

Abstract and hospital birth certificates are **not** acceptable.

- Certified birth certificate required. (Must contain the names of the parents.)
- Certified Court Order of Guardianship



Proof of U.S. Citizenship

If the child was born in the U.S. you must submit one of the following:

- Previous U.S. Passport (Required if available.)
- Certified birth certificate. (Must contain the name of the parents.)

If the child born in a foreign country you must submit one of the following:

- Certificate of Naturalization
- Fully valid, undamaged U.S. Passport (can be expired)
- Consular Report of Birth Abroad or Birth Certificate



Passport Photo

Available at the Library for \$10 per applicant.

Color photo. 2x2". White background. Must have been taken within the last six months. Visit travel.state.gov for full photo requirements.



Payment #1 (*visit travel.state.gov for up-to-date fees*)

*Paid to the U.S. Department of State. **Check or Money Order only.***

Passport Book \$100

Passport Card \$15

Passport Book & Card ... \$115

Expedited Service \$60 (*Ask about additional Express Mail service)



Payment #2 (*visit travel.state.gov for up-to-date fees*)

Paid to the Fullerton Public Library. Visa, Mastercard, check, or money order.

Execution Fee \$35 per application

Passport Photo \$10 per applicant.