

What you Need to Apply for a Passport

1. A Completed Passport Application Form DS-11 with black ink only

Complete the Form using full names (no initials or abbreviations).

Do NOT sign the application until requested to do so.

You may print applications at www.travel.state.gov. They will also be available at Passport Day.

2. Proof of US Citizenship

An original or certified copy of your Birth Certificate or a Naturalization Certificate; or an expired US passport.

Obtain **the original or a certified copy of your birth certificate (no photocopies)**. If you are a naturalized citizen, you will need your original naturalization certificate.

An expired US passport is also acceptable for proof of citizenship.

3. Valid ID

A current, valid photo ID (driver's license) is the best ID.

If you do not have a driver's license or state ID, you must have at least five forms of secondary identification and **MUST** also be accompanied by a person who has known you at least two (2) years and has acceptable ID.

4. One (1) professionally developed passport photo.

Photo service will be available at Passport Day for a cost of \$10.00.

5. Payment

1. One check or money order payable to the U.S. Department of State

\$110 for adults (16 and older)

\$80 for minors (15 and under)

* The U.S. Department of State only accepts checks or money orders.

2. **Processing payment fee of \$35.** Cash, check or money orders acceptable for this fee.

3. **If paying entirely by check, you will need 2 checks.**

For Expedited Service, add \$60 to the U.S. Department of State fee.

For minors (15 and under): Visit www.travel.state.gov for requirements..

***Passport applications are also processed at
Pawtucket Public Library (13 Summer St., Pawtucket RI)
Passport Hours: Mon-Thurs 4:00-9:00pm, Sat 1:00-5:00pm***