



GovClarity's Quick Guide to U.S. Passport Applications

Your comprehensive resource for navigating the U.S. passport application process with confidence and ease.



Choose Your Application Type



First-Time Application

For those who have never held a U.S. passport

- Must apply in person
- Complete Form DS-11
- Bring original citizenship documents



Passport Renewal

If your passport expired within last 15 years

- Can apply by mail using Form DS-82
- Must have old passport to submit
- Must be in good condition and issued after age 16



Replacement Passport

For lost, stolen, or damaged passports

- File Form DS-64 for lost/stolen passports
- Must apply in person
- Provide documentation of loss/theft if available
- May require additional identity verification



Minor Passport (Under 16)

Special requirements for children

- Both parents/guardians must be present
- Must have proof of parental relationship
- Complete Form DS-11
- Parent consent/documentation requirements
- Special rules for single parents (court orders, custody documents)

Emergency Processing Options

Life-or-Death Emergency
Within 72 hours - Requires proof of emergency

Urgent Travel
Within 14 days - Appointment at regional passport agency

Expedited Service
5-7 weeks processing - Additional \$60 fee

Required Documents

To successfully apply for your passport, you'll need to gather several important documents:



Citizenship Proof

- Original or certified U.S. birth certificate
- Previous U.S. passport
- Naturalization certificate
- Certificate of citizenship
- Consular report of birth abroad



Photo ID

- Valid driver's license
- State-issued identification card
- Military ID
- Government employee ID
- Current passport
- Naturalization certificate

Passport Photo Requirements

<div>Photo Specifications</div> <ul style="list-style-type: none">• 2x2 inch color photo• Taken within last 6 months• White or off-white background	<div>Appearance Guidelines</div> <ul style="list-style-type: none">• Neutral facial expression• No glasses, hats, or head coverings (unless religious)• Regular clothing required	<div>Print Quality</div> <ul style="list-style-type: none">• High-quality print on photo paper
<div><div></div><div>Additional Documentation (If Applicable)</div><p>You may need to provide these documents based on your specific situation:</p></div>	<div><div></div><div>Legal Changes</div><p>Legal name change documents, court orders, marriage certificates, divorce decrees</p></div>	<div><div></div><div>Family Documentation</div><p>Adoption papers, parental consent forms, death certificates (if parent deceased)</p></div>

Application Process



What You'll Need

- 1

First-Time Application

DS-11 Form
- 2

Renewal by Mail

DS-82 Form
- 3

Lost or Stolen Passport

DS-64 Form
- 4

Parental Consent

DS-3053 Form
- 5

Name Change

DS-5520 Form

Passport Fees

Make sure to budget for the required passport fees. The exact amount will depend on your application type and processing speed.

\$130

Adult Passport
Standard book fee

\$100

Minor Passport
Under 16 years

\$35

Execution Fee
For in-person applications

\$60

Expedited Service
Optional fast processing



Card Payments

Credit/debit cards accepted at select locations



Checks & Money Orders

Personal checks and money orders accepted

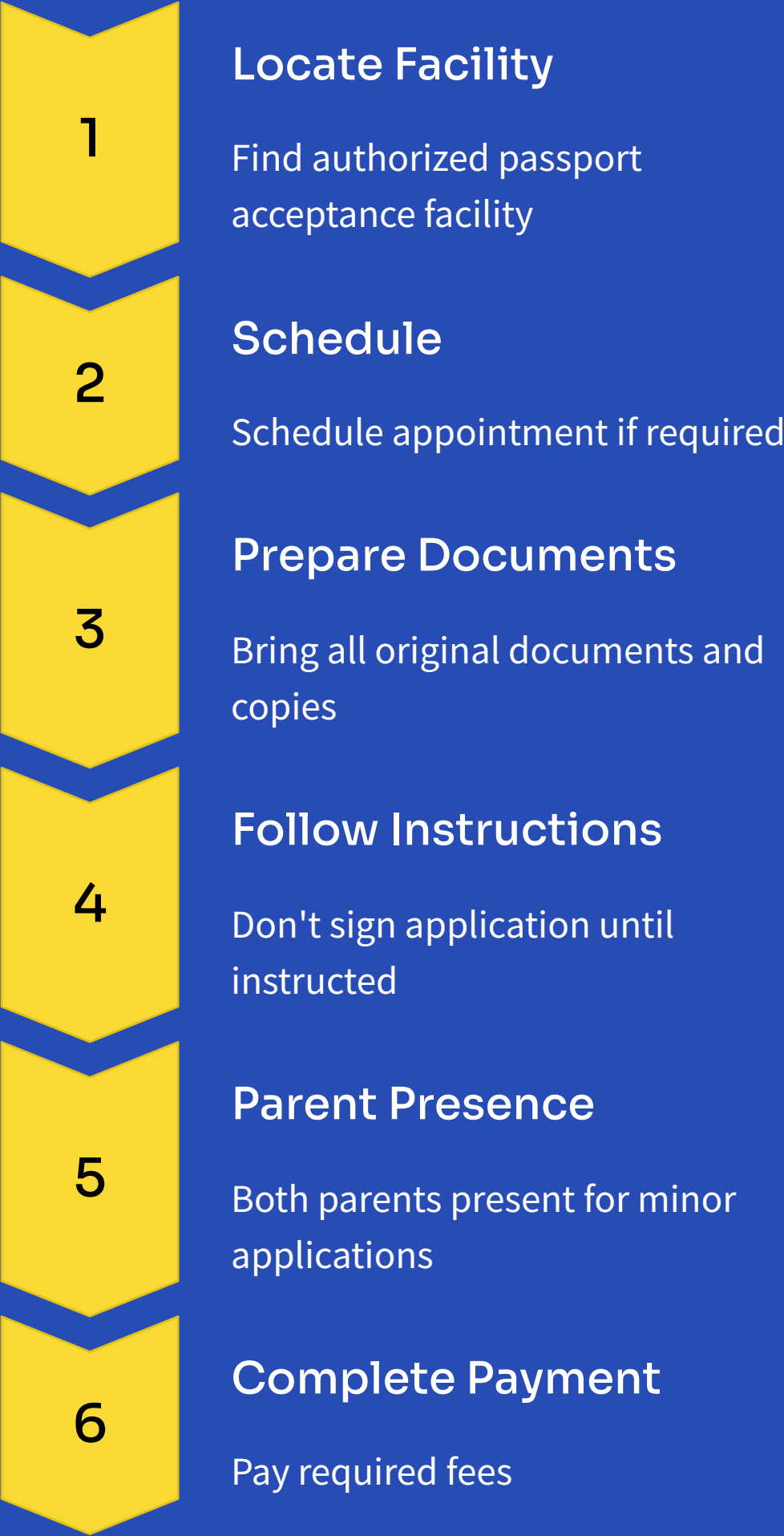


Cash

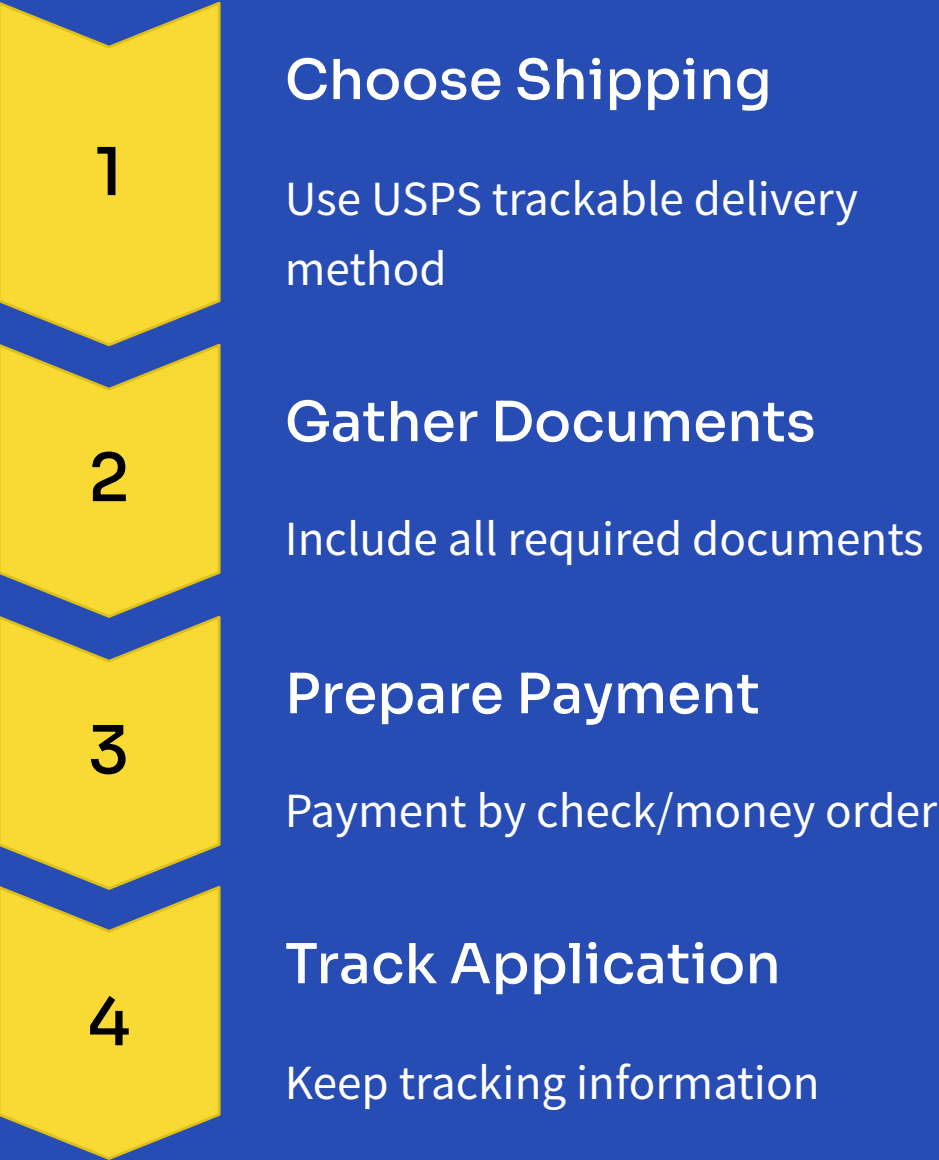
Exact amount required at select locations

Submission Process

In-Person Applications



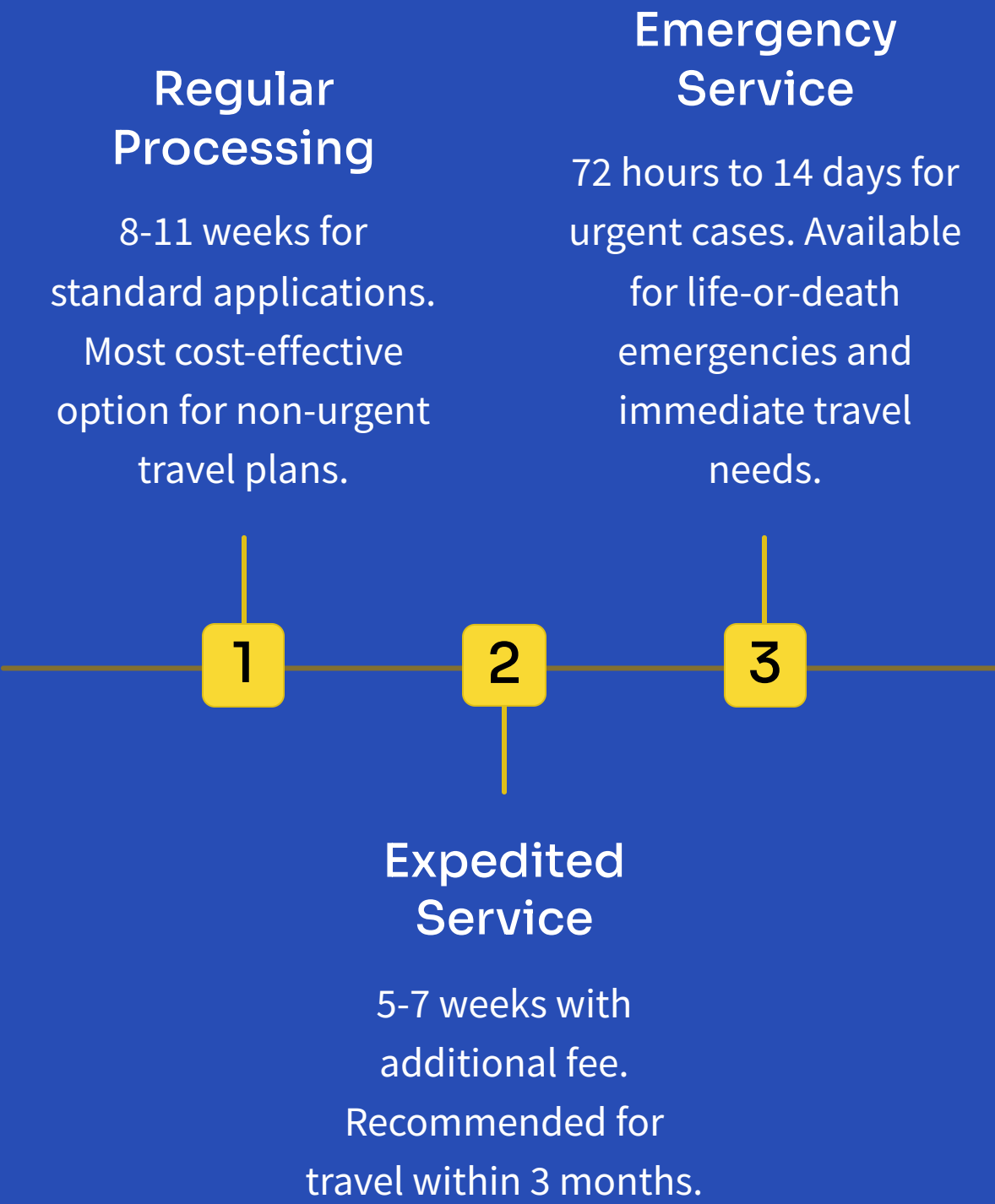
Mail-in Applications (Renewals Only)



Processing and Tracking

Getting your passport is an exciting step toward your international adventures. Understanding the processing timeline and tracking options will help ensure a smooth journey from application to having your passport in hand.

Choose the processing speed that best fits your travel needs, and stay informed throughout the process with our convenient tracking tools.



Track Your Application

- Check at passportstatus.state.gov
- Available 5-7 days after submission
- Regular status updates provided
- Email/text notifications available



International Travel Requirements

- 6-month passport validity often required
- Verify visa requirements early
- Passport card for land/sea only
- Check destination-specific rules



Additional Tips for Success



Planning Ahead

- Apply at least 6 months before travel
- Check passport expiration dates
- Verify country-specific requirements
- Consider using expedited service



Document Protection

- Make copies of all documents
- Keep passport in secure location
- Report lost/stolen passports immediately
- Consider passport cover for protection



Common Issues to Avoid

- Damaged or unofficial documents
- Unacceptable photos
- Incomplete forms
- Missing signatures
- Incorrect payment amount
- Insufficient processing time



Help Resources

- National Passport Information Center
- Local passport acceptance facilities
- U.S. Department of State website
- U.S. embassies and consulates abroad
- Automated appointment system



Emergency Contacts

Keep these important contacts handy for urgent passport-related situations. Our support teams are ready to assist 24/7 for various emergency scenarios.



Life or Death Emergency: 877- 487-2778

For immediate travel needed within 72 hours due to life-or-death situations involving immediate family members.



Passport Services: 877-487-2778

For urgent passport applications, renewals, or general inquiries during business hours.




Passport Crisis Team: Available 24/7

Dedicated support for complex passport emergencies and special circumstances at any time.



Overseas Citizens Services: 202-501- 4444

For U.S. citizens requiring emergency assistance while traveling or living abroad.

 Pro tip: Save these numbers in your phone and keep a printed copy with your travel documents.

