

Passport Information

By Appointment Only

What you'll need:

Completed but not signed DS-11 Form

Proof of U.S. Citizenship (provide one of the following):

- Previous U.S. Passport
- Certified U.S. Birth Certificate (from a city, county, or state, NOT a hospital certificate)
- Consular Report of Birth Abroad or Certification of Birth
- Certificate of Naturalization or Citizenship

Proof of Identity (provide one of the following):

- Current, valid driver's license or state ID card
- Military ID
- Government ID
- Certificate of Naturalization or Citizenship

Passport Photo: If you do not have a passport photo, the Library provides photo services.

For minors under the age of 16, each child must appear in person and both parents/legal guardians must present evidence of identity.

Fees:

	U.S. Dept. of State*	Execution Fee**	Photo Fee**
Age 16 and up:	\$130	\$35	\$15
Under age 16:	\$100	\$35	\$15

*U.S. Dept. of State total may be paid with check or money order only.

**May be paid with check, money order, or cash.

If you require faster processing, your application can be expedited for \$60, which is added to the regular U.S. Dept. of State fee.

Call 757-591-4858 to schedule an appointment. For more information, including current processing times, visit www.travel.state.gov

Notice from Newport News Public Library:

It is our responsibility as Passport Acceptance Agents to determine the identity of the person applying for a passport and to accept identification and citizenship documents. All determinations of adequacy of citizenship and identification evidence fall under the authority of the U.S. Department of State. **Original** citizenship documents must be submitted along with the application for agents of the State Department to review. The State Department may at any time request additional evidence to establish a claim of U.S. citizenship.

For further information,
visit www.travel.state.gov
or call the National Passport Agency
at 1-877-487-2778