

Passport Checklist

For appointment and information, visit **roseville.ca.us/passport** Passport Center: 316 Vernon Street, Roseville CA | 916.774.5399

What you'll need to apply









Passport Application Form*:

- Form DS-11* if never issued a U.S.
 Passport or not eligible for renewal
- Form DS-82* if eligible for renewal (by mail)
- Form DS-11* and Form DS-64 if previously issued passport is lost





Valid Government Issued Photo ID

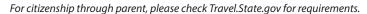
*Forms available at Travel.State.gov. Read form instructions for detailed requirements. Print single-sided.





Proof of Citizenship (at least one):

- · Certified Birth Certificate
- Previously issued U.S. Passport if 16 and older
- Valid U.S. Passport with birth certificate if under 16
- · Certificate of Naturalization







Passport Photo



Both parents must be present with valid Government Issued Photo ID



One parent or legal guardian with one of the following:

- Form DS-3053: Statement of Consent*
- Form DS-5525: Statement of Exigent/ Special Family Circumstances*
- Birth certificate naming only one parent
- Certified Court Order

*Forms available at Travel.State.gov. Read form instructions for detailed requirements. Print single-sided.

Fees

US Department of State

ONLY ACCEPTS:





Money Order

Personal Check

Passport Fees

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Adult Passport Book (Air, Land, & Sea)	\$130.00
Child Passport Book (Air, Land, & Sea) (15 and under)	\$100.00
Adult (16+) Passport Card (Land & Sea)	\$30.00
Child Passport Card (Land & Sea)	\$15.00
Expedite Service	\$60.00
Optional Express Mail by Department of State of passport book only to applicant once processed	\$19.53

City of Roseville









Money Order

Personal Check

Cash

Credit Card

Processing Fees

Execution Fee Per Application	\$35.00
Photos	\$12.00

Processing Time

Regular service: 7-10 weeks*

Expedite service: 4-6 weeks*

For life-or-death emergencies, visit Travel.State.gov or call (877) 487-2778