



Passport Application Checklist

All **applicants and parents of minor applicants must be present** and **arrive 10 minutes** prior to your scheduled appointment time.

Please Bring the Following:

One personal **CHECK (money order, cashier's check)** per passport application

Completed DS-11 Passport Application

One 2x2 Passport Photo - **Passport photo services are not available onsite.**

Primary Identification (one of the following)

- Previously issued, undamaged U.S. Passport
- Passport Naturalization Certificate
- Valid Driver's License (not temporary) – License's issued in past 12 months require second form of identification with name & photo (example: school ID, Costco card, bank card, etc.)
- Current Government ID
- Current Military ID (military & dependents)

Primary Evidence of US Citizenship (one of the following)

- Previously issued, undamaged US Passport
- Naturalization Certificate
- Certified Birth Certificate
- Consular Report of birth abroad
- Certificate of Citizenship

Payments and Fees

One check for each application payable to ***US Department of State*** (personal check/money order/cashier's check)

- ***Age 16 & over – \$110***
- ***Age 15 & under – \$80 ****
- ***Expedited fee (Optional) – \$60***

Check (payable to City of Sammamish), Cash, Visa or MasterCard for processing fee (***\$35 per application***)

Renewals of Children (15 & under) require **Certified Birth Certificate AND previously issued Passport.*