

Dec 4th 6-8:30pm

-We will provide applications and other necessary forms that might be required or applicants can even download a copy of the passport application in advance at www.travel.state.gov

-Applicants should bring:

- 1) their original birth certificate and a photocopy (front and back)
- 2) their photo ID and a photocopy (front and back)
- 3) 2 checks to cover the fees. Cash and credit cards will not be taken at the passport fair. Applicants should also have the places and dates of birth of their parents to correctly fill out the passport application. We will also be able to provide photocopies.

-The fees for passports are:

\$110 for adult applications

\$80 for children under the age of 16

Passport cards are also available, although they are only good for land and cruise ship travel. It is \$30 for adult passport cards and \$15 for children under the age of 16.

There is a \$35 processing fee for each application

There is a \$10 fee for passport photos

Expedited applications cannot be processed at this passport fair.

-For children under the age of 16 both parents **MUST** be present and have their driver's licenses with them.

-Children should have with them their driver's license, driver's permit (if applicable) and school id card.

-We will be able to take and print Passport Pictures on-site.

-If applicants have an expired Passport they should also bring it along.

What do we need?

White projection screen or white board for the background in the pictures

Access to an electrical outlet to plug in our photo printer

Access to a copier - (We will provide paper for making any necessary copies)

Chairs and tables for applicants to fill out applications

Tables for our Team to work from doing review and assembly of applications.