

## PASSPORT CHECKLIST

\*This checklist is for a basic passport request.

If you are bringing a minor child, have a name change, a lost passport, etc. please visit [travel.state.gov](https://travel.state.gov) to find exactly what documents you need to bring to your appointment.

If your appointment is for a minor, under the age of 16 years old, both parents as well as the child are required to be at the appointment.

### **Please bring to your appointment:**

- Completed DS-11 Passport Application.
- Certified Birth Certificate (this does get sent to the passport agency and will be mailed back once verified).
- **Copy** of Birth Certificate (front and back if applicable on same page).
- Driver's License or state issued ID (if out of state driver's license, a second form of ID will be required).
- **Copy** of ID (front and back on same page).
- Passport photo (we can take photos at Kuna Library \$15).
- Old Passport (if applicable).
- Separate **Check or Money Order** for each passport application made payable to: U.S. Department of State.

### Passport Fees

	Book
Adults (age 16 & over)	\$130.00
Minors (under age 16)	\$100.00

	Card
Adults (age 16 & over)	\$30.00
Minors (under age 16)	\$15.00

	Optional Service Fee
Expedite Processing	\$60.00
Overnight Delivery Return	\$18.32

- Separate Payment for each passport application to: Kuna Library District for \$35.00

For assistance, please call Kuna Library at 208-922-1025 or <https://travel.state.gov/content/travel.html>

**If you are more than 15 minutes late to your appointment, you will need to reschedule.**

Thanks,

*Kristine Evans*

Kuna Library Passport Specialist  
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