

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 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 each)
- Old Passport (if applicable)
- **Name change-** If you have had a name change you need to provide acceptable documentation, such as a marriage certificate, divorce decree, or court order. All documents must be original or certified copies.
- **Check or Money** order for each passport application made payable to: U.S. Department of State.

Passport Fees

Passport Book

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

Passport Card

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

Optional Service Fee

Expedite Processing	\$60.00
Overnight Delivery Return	\$19.53

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

For assistance, please call Kuna Library at 208-922-1025 or visit Travel.State.Gov
If you are more than 15 minutes late to your appointment, you will need to reschedule.

Thanks,
Kristine Evans
Kuna Library Passport Specialist
457 N. Locust Ave.
Kuna, ID 83634
208-922-1025 ext. 205