



# YOUR FIRST **PASSPORT** IN 5 STEPS !



## COMPLETE THE APPLICATION FORM

- Passport Application (Form DS-11) available at [Travel.State.Gov](https://travel.state.gov)\*

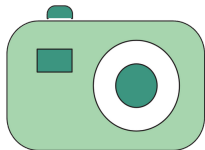
\*These instructions are for adult American citizens applying for their first passport. Children and passport renewal applicants follow a different process.



## GATHER YOUR SUPPORTING DOCUMENTS

- One document proving U.S. Citizenship\*
- One current ID\*
- Photocopies of each of the above documents

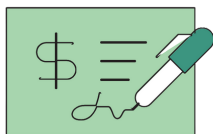
\*See a list of qualifying documents at [Travel.State.Gov](https://travel.state.gov)



## TAKE YOUR PASSPORT PHOTO

- One 2 x 2 inch, high-resolution, current color photo. Some passport acceptance facilities provide photo services.\*

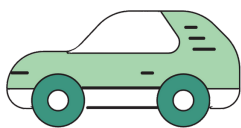
\*Caution: If you do it yourself, read ALL the guidelines first at [Travel.State.Gov](https://travel.state.gov)



## CALCULATE YOUR FEES

- One check or money order for the application fee\*
- One check or money order for the execution fee (paid separately)

\*Depending on whether you need a Passport Book or Card and how quickly you need the passport, the prices will vary. Make sure to look up the current fees at [Travel.State.Gov](https://travel.state.gov).



## APPLY IN PERSON

- Present complete application in person at a passport acceptance center\*

\*Look up nearby passport acceptance centers (or find a passport agency, if you need a passport more quickly) online at [Travel.State.Gov](https://travel.state.gov)