How to use the State Department Passport Application
Go to the State Department website, at www.state.gov

Click on PASSPORT APPLICATIONS & FORMS

How to use the State Department Passport Application pg 3 - Windows Photo Viewer

File ▾   Print ▾   E-mail   Burn ▾   Open ▾

Passport Applications

- **DS-11**: Application for a U.S. Passport (for all first-time applicants, all minors, and applicants who are not eligible to use the DS-82)

  COMPLETE ONLINE & PRINT   COMPLETE BY HAND
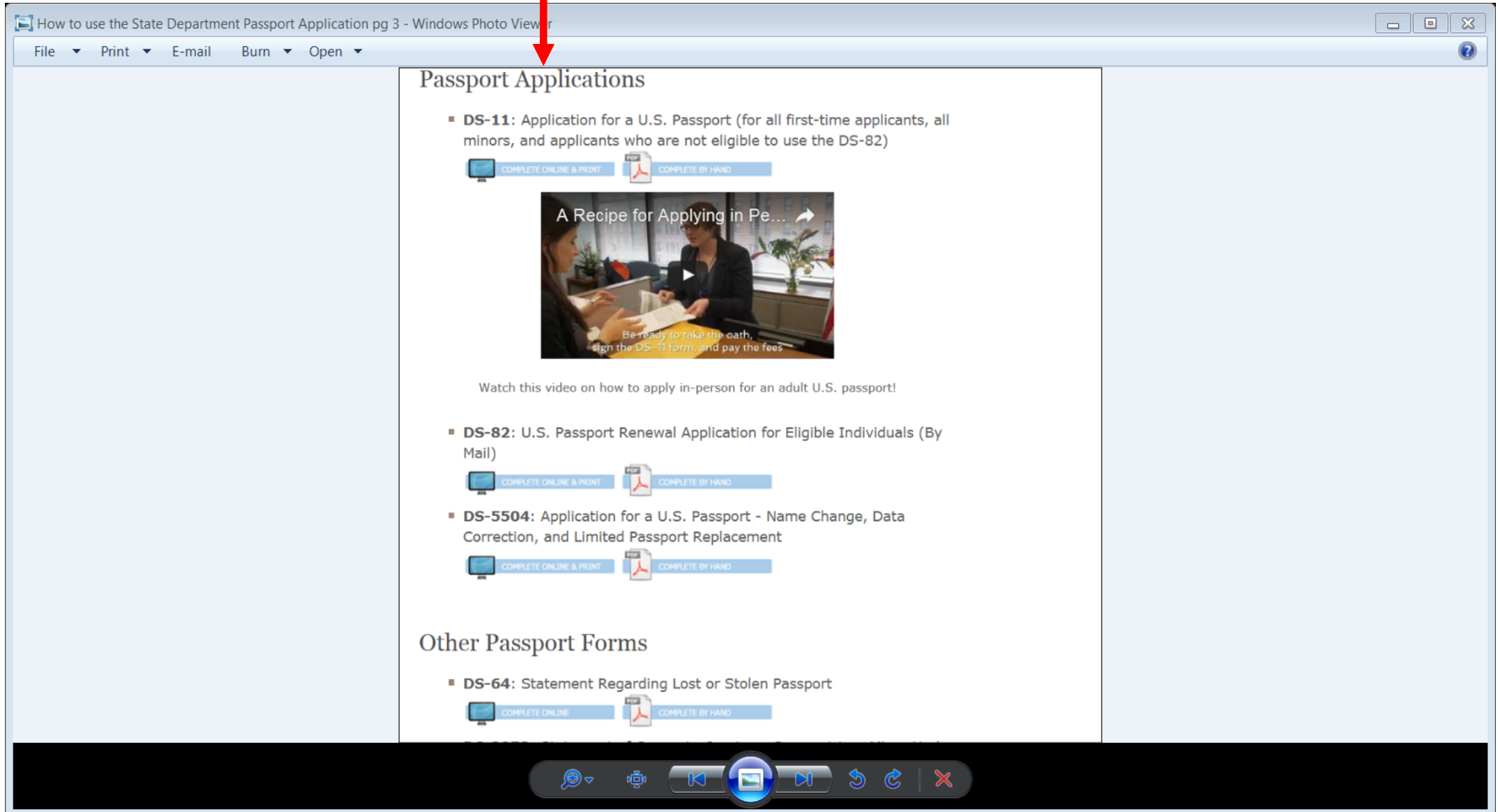
  A Recipe for Applying in Pe...

  Be ready to take the oath, sign the DS-11 form, and pay the fees

  Watch this video on how to apply in-person for an adult U.S. passport!

- **DS-82**: U.S. Passport Renewal Application for Eligible Individuals (By Mail)

  COMPLETE ONLINE & PRINT   COMPLETE BY HAND

- **DS-5504**: Application for a U.S. Passport - Name Change, Data Correction, and Limited Passport Replacement

  COMPLETE ONLINE & PRINT   COMPLETE BY HAND

Other Passport Forms

- **DS-64**: Statement Regarding Lost or Stolen Passport

  COMPLETE ONLINE   COMPLETE BY HAND

How to use the State Department Passport Application
Go to the State Department website at www.state.gov

Click on TRAVEL, then PASSPORTS

Passports - Windows Internet Explorer

http://travel.state.gov/passport/passport_1738.html

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Passports

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Newsroom | About Us | U.S. Embassies & Consulates | Help & Contacts

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A SERVICE OF THE BUREAU OF CONSULAR AF
U.S. Department of State

Click on FORMS, then PASSPORT BY MAIL: DS-82

INTERNATIONAL TRAVEL   PASSPORTS   VISAS   CHILD ABDUCTION   LAW & POLICY

Search this Site   GO

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Renew Passport

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Fees

Forms

Photo Requirements

Get a Passport in a Hurry

Application Status

Passport Card

Change or Correct Passport

Lost or Stolen Passports

FAQs

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Policy and Announcements

About Our Office

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Passport by Mail: DS-82

Add Pages: DS-4085

Change or Correct: DS-5504

Report Lost or Stolen: DS-64

Minor Consent: DS-3053

Print   Email

Passport Announcements
• New Requirement for ALL U.S. Birth Certificates
• Castelano Class Member Applications Due December 31th

Renew By Mail

► First Time Adult Applicant (Age 16 and Older)
► Minor Applicant (Under Age 16)
► Where to Apply in the U.S.

► Renew a Passport
  Have a Passport Book?
► Apply for a Passport Card by Mail

Lost or Stolen U.S. Passport

Correct or Change U.S. Passport Information

Information & Assistance

National Passport Information Center

1-877-487-2778

1-888-874-7793 (TDD/TTY)

Send an E-Mail

Travel Warnings

Syria   04/25/2011
Uzbekistan   04/25/2011
Mexico   04/22/2011

More >

Other Government Websites

USA Gov Service Locator
Department Of Homeland Security
The White House

More >

http://travel.state.gov/passport/forms/forms_847.html

Internet   100%

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http://travel.state.gov/passport/forms/ds82/ds82_843.html

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Passport by Mail: DS 82

INTERNATIONAL TRAVEL   **PASSPORTS**   VISAS   CHILD ABDUCTION   LAW & POLICY

Search this Site   GO

Passport by Mail: DS 82

🖶 Print   ✉ Email

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Lost or Stolen Passports

FAQs

Contact Us   ▶

Policy and Announcements   ▶

About Our Office

SUBMIT FORM DS-82 IF ALL OF THE FOLLOWING ARE TRUE:

Your Most Recent U.S. Passport:

☑ Is **undamaged** and can be **submitted** with your application

☑ Was issued when you were **age 16 or older**

☑ Was issued within the last **15 years**

☑ Was issued in your **current name** or you can legally document your name change

Select COMPLETE ONLINE AND PRINT

🛑 STOP   If you answered no to **any** of the above statements you are **not** eligible to use Form DS-82! You **must** follow the instructions on How to Apply for the First Time (In Person).

STEPS TO SUBMITTING FORM DS-82:

Read and understand **Steps 1-3 before** leaving this page.

STEP 1: Complete and Print Form

Enter your information online and print Form DS-82. Print the completed form using black ink on one-sided pages.

Print a blank Form DS-82 and complete by hand. Print the form on one-sided pages and complete with black ink.

[Complete Online & Print]   OR   [Complete by Hand]

Internet   🔍 100%

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Check the privacy statement and click SUBMIT

https://pptform.state.gov/?Submit2=Complete+Online+%26+Print

Live Search

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Application for U.S. Passport

Page ▾   Tools ▾

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U.S. Department of State

travel.state.gov header image

Application for U.S. Passport

Before you may enter your personal information to get a passport, you must review the Department of State's Privacy and Computer Fraud and Abuse Acts Notices and Disclaimers.

This link opens a new page. Once you have read the notice and disclaimer, close that window and click on the box below to indicate you have read them.

☑ I have read the Privacy and Computer Fraud and Abuse Acts Notices and Disclaimers.

Submit   Cancel

To report technical problems with this web site, please email us at passportweb@state.gov

This site is managed by the Bureau of Consular Affairs, U.S. Department of State.

FIRSTGOV   External links to other Internet sites should not be construed as an endorsement of the
Your First Click to the U.S. Government   views contained therein. Copyright Information   Disclaimers

https://pptform.state.gov/FraudAbuseNotice.aspx?Submit2=Complete+Online+%26+Print

File   Edit   View   Favorites   Tools   Help

Passport and Visa Pages Application System

U.S. DEPARTMENT of STATE
Online Passport Application

Click SUBMIT under APPLY ONLINE

TRAVEL.STATE.GOV

? Need help with this Site?

Estimate Your Passport Fees

Fill out your application online

What you'll need:
- Most recent passport book (if applicable)
- Emergency contact information
- A printer
- Adobe Acrobat Reader

Apply Online
- Apply for an adult or minor passport for the first time
- Apply for a passport book, card, or both
- Renew an expired passport
- Update or correct passport information
- Replace a damaged or limited validity passport

Submit

Add Visa Pages
- Add blank visa pages to frequently used passports
- Add blank visa pages when traveling to countries that require several blank pages

Report Lost or Stolen
- Submit online a lost or stolen report for adults
- Fill out and print a lost or stolen report for minors

Check Status
- Check the status of a recently submitted passport application

If you receive an error message after clicking on 'Submit,' click on 'Tools' from the main menu bar of your browser and select 'Compatibility View setting' from the pull-down menu. This should refresh your session and enable you to continue completing your application online.

To report technical problems with this web site, please email us at passportweb@state.gov

Done   Internet   100%

start   Inbox - Microsof...   How to use the S...   Passport by Mail:...   Passport and Vis...   Desktop   My Do   EN   9:51 AM

https://pptform.state.gov/FraudAbuseNotice.aspx?Submit2=Complete+Online+%26+Print#%7B%22__s%22%3A%22%2FwEXAQUIc3RhdGVLZXkCAe5FtwWP45EX%2B

Live Search

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Passport and Visa Pages Application System

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U.S. DEPARTMENT of STATE

Online Passport Application

TRAVEL.STATE.GOV

? Need help with this Site?

About the Applicant

First Name: *

Middle Name:

Last Name: *

Suffix:

Complete everything with a red *
Then click NEXT

Date Of Birth (MM/DD/YYYY): * ?

City Of Birth: * ?

Country Of Birth: * ?
UNITED STATES

State/Territory Of Birth: * ?
Please Select..

Social Security Number: * ?

Sex: *
○ Male   ○ Female

Height: *
Feet: 0   Inches: 0

Hair Color: *
Please Select...

Eye Color: *
Please Select...

Occupation: * ?

Employer or School: ?

<< Previous   Next >>

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File   Edit   View   Favorites   Tools   Help

Passport and Visa Pages Application System

U.S. DEPARTMENT of STATE
Online Passport Application

TRAVEL.STATE.GOV

? Need help with this Site?

Contact Information

Where should the passport be mailed?

Complete everything with a red *
Use your office mailing address.
Then click NEXT at the bottom of the page.

Street Address/RFD#, P.O. Box, or URB: *

Street Address 2
(apartment, company, suite, unit, building or floor if applicable): ?

City: *

Country: *
UNITED STATES

State: *
Please Select...

Zip Code: *

In Care Of (e.g. In Care Of – Jane Doe): ?

Is This Your Permanent Address? * ?
○ Yes ○ No

Your Email Address

Email Address: ?

Done

start   Inbox - Microsof...   How to use the S...   Passport by Mail:...   Passport and Vis...   Desktop   My Do   EN   9:56 AM

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File   Edit   View   Favorites   Tools   Help

Passport and Visa Pages Application System

U.S. DEPARTMENT of STATE
Online Passport Application

Travel Plans
Please complete this section with **known** or **anticipated** travel plans.

Date Of Your Trip (MM/DD/YYYY)?   Duration Of Trip?

Countries To Be Visited?

Note: If you are traveling within two weeks, do not mail in your passport application. If you do, your application may not be completed before your travel date. Please call the National Passport Information Center at 1-877-487-2778 (TDD: 1-888-874-7793) to make an appointment to appear in person at a Passport Agency and receive expedited processing. The automated appointment system is available twenty-four hours a day, seven days a week

Even though this page has no **red *'s,** please fill in.

Date of trip: 1st day of the Industry Study trip abroad. If you don't know the class or the date yet, just put one month from today.
Duration of trip: 2 weeks

Countries to be visited: France, South Africa, China, Taiwan and Panama (generic that we use for all requests)

Then click NEXT

<< Previous   Next >>

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If travel plans vary from the above, enter that information instead.

Done   Internet   100%

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Passport and Visa Pages Application System

U.S. DEPARTMENT of STATE
Online Passport Application

PASS

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? Need help with this Site?

Who should we contact in case of an emergency?

First & Last Name: ?

Street Address / RFD# Or P.O. Box: ?   Apt/Suite#:

City: ?   State: ?
Please Select...

Zip Code: ?   Telephone Number (no dashes): ?

Relationship: ?

Nothing required on this page.

Just click NEXT

<< Previous   Next >>

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Passport and Visa Pages Application System

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U.S. DEPARTMENT of STATE
Online Passport Application

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? Need help with this Site?

Your Most Recent Passport

Have you been issued any of the following? *

○ Passport Book   ○ Passport Card   ○ Both   ○ None

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Click whatever applies

Then click NEXT

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Passport and Visa Pages Application System

Page   Tools

U.S. DEPARTMENT of STATE
Online Passport Application

PASS

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? Need help with this Site?

Your Most Recent Passport

Have you been issued any of the following? *

◉ Passport Book   ○ Passport Card   ○ Both   ○ None

Passport Book

Do you still have the book in your possession? *

○ Yes   ○ No, it was Lost
○ Yes, but it was   ○ No, it has been Stolen
Damaged or Mutilated

NOTE! By selecting Yes
you will be required to
submit your book with
your application.

The date your most recent passport book was issued
(MM/DD/YYYY):

[   ]

Your name as printed on your most recent book:
First and Middle Name:

[   ]

Last Name:

[   ]

Book number:

[   ]

If you selected Passport Book, Passport Card or BOTH, fill in your info.

Then click NEXT

<< Previous   Next >>

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File   Edit   View   Favorites   Tools   Help

Passport and Visa Pages Application System

U.S. DEPARTMENT of STATE

Online Passport Application

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? Need help with this Site?

Your Most Recent Passport

Has your name changed since your most recent document was issued? *

○ Yes, it has changed since I got my passport book

⦿ No, it has not changed since I was issued a document

<< Previous   **Next >>**

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Check what is applicable.

Then click NEXT

Done   Internet   100%

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File   Edit   View   Favorites   Tools   Help

Passport and Visa Pages Application System

U.S. DEPARTMENT *of* STATE

Online Passport Application

PASS

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? Need help with this Site?

Are you known by other names?

Other Names   ?

Other First Name: Other Last Name:

[   ]   [   ]

➕ Add Another Name

<< Previous   Next >>

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Fill in what is applicable.

Then click NEXT

Done   🌐 Internet   🔍 100%

🏁 start | Inbox - Microsof... | How to use the S... | Passport by Mail:... | Passport and Vis... | Desktop My Do   EN   10:09 AM

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Live Search

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Passport and Visa Pages Application System

Page ▼ Tools ▼

U.S. DEPARTMENT *of* STATE

Online Passport Application

PASS

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? Need help with this Site?

Passport Application Review
Review the data below and make edits if needed

Name Provided: **BONNIE JANE SWANSON**   **Edit**

Date Of Birth: **06/01/1966**

Place Of Birth: **STAMFORD, CT**

Social Security Number: **000-00-0000**

Sex: **Female**

Height: **5FT. 8IN.**

Hair Color: **Brown**

Eye Color: **Hazel**

Occupation: **USGOV**

Employer:

Double check everything.

Then click NEXT at the bottom of the page.

Mailing Street Address: **260 5TH AVE**   **Edit**

Mailing Street Address 2:

City: **FORT MCNAIR**

Country: **USA**

State: **DC**

Zip Code: **20319**

In Care Of:

Permanent Address Same As **Yes**   **Edit**
Mailing Address?:

Email Address: **Edit**
Phone:

Done   Internet   100%

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Passport Products and Fees

Travel Document For BONNIE JANE SWANSON

☑ Passport Book ($110): **?** $110

    ☐ 52 Page Book (Non-Standard)

The Non-Standard Passport 52-page book is for those who
frequently travel abroad and is recommended for applicants who
have previously required the addition of visa pages.

☐ Passport Card ($30): **?**

**The U.S. Passport Card CANNOT be used for international
air travel.** This travel document can be used to enter the United
States from Canada, Mexico, the Caribbean, and Bermuda at land
border crossings or sea ports-of-entry.

Passport Book

Delivery Options ?

    ◉ Priority Mail (FREE): $0

    ○ Overnight ($12.72):

Additional Options

    ☐ Expedite ($60): **?**

Total Cost For BONNIE JANE SWANSON:	$110.00

*No Passport Fee Exceptions: If you are eligible for a no fee passport, please
contact your agency or military branch travel coordinator.

[<< Previous]   [Next >>]

> This is a no fee passport but you have to click on something to get past this screen. Select PASSPORT BOOK and PRIORITY MAIL, then click NEXT

Passport and Visa Pages Application System - Windows Internet Explorer

https://pptform.state.gov/FraudAbuseNotice.aspx?Submit2=Complete+Online+%26+Print#%7B%22__s%22%3A%22%2FwEXAQUIc3RhdGVLZXkkCDRNsdpw1JLeBxNhF

Live Search

File   Edit   View   Favorites   Tools   Help

Passport and Visa Pages Application System

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National Passport Processing Center
Post Office Box 90155
Philadelphia, PA 19190-0155

NOTE: If you are traveling within 2 weeks, you can make an appointment to apply at a Passport Agency by contacting the National Passport Information Center toll-free at 1-877-487-2778 (TDD: 1-888-874-7793). The automated appointment system is available 24/7.

③ **What to Submit** With Your Application(s)

One Recent Passport Photo
Click here to view details on submitting a passport photo

Correct Passport Fees
Your total passport fees are:$110.00

See the Passport Fees for more information.

Most Recent U.S. Passport Book

> At the bottom of this page, check the box then click CREATE FORM.

☑ I have read and acknowledge the steps and information contained above.

1. Create Form

This will generate your passport application(s) form as a pdf file. Review the .pdf file for accuracy and completeness. When finished, print this form.

Create Form

* Adobe Acrobat is required

2. Start New Application

This will return you to the beginning of the wizard so you may complete another form. Note: Please be sure to create your current form before proceeding.

Start New Application

For more information on how and where to apply for a passport, See Get or Renew a Passport.

To report technical problems with this web site, please email us at passportweb@state.gov

https://pptform.state.gov/FraudAbuseNotice.aspx?Submit2=Complete+Online+%26+Print#%7B%22__s%22%3A%22%2FwEXAQUIc3RhdGVLZXkCDRNsdpw1JLeBxNhFa

Live Search

File   Edit   View   Favorites   Tools   Help

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National Passport Processing Center
Post Office Box 90155
Philadelphia, PA 19190-0155

NOTE: If you are traveling within 2 weeks, you can make an appointment to apply at a Passport Agency by contacting the National Passport Information Center toll-free at 1-877-487-2778 (TDD: 1-888-874-7793). The automated appointment system is available 24/7.

SAVE form, then open it.

③ **What to Submit** With Your Application(s)

One Recent Passport Photo
Click here to view details on submitting a passport photo

Correct Passport Fees
Your total passport fees

File Download

Do you want to open or save this file?

PDF
Adobe

Name: PassportApplicationComplete.pdf
Type: Adobe Acrobat Document, 72.5KB
From: pptform.state.gov

[Open]   [Save]   [Cancel]
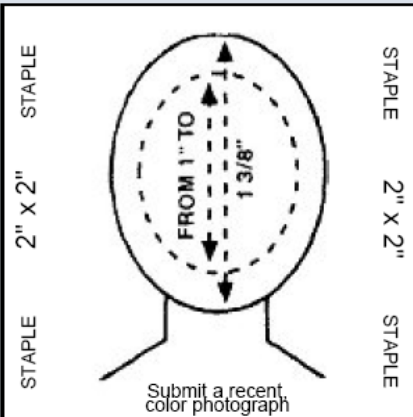
Most Recent U.S. Passport Book

While files from the Internet can be useful, some files can potentially harm your computer. If you do not trust the source, do not open or save this file. What's the risk?

☑ I have read and acknowledge the steps and informatio

1. Create Form

This will generate your passport application(s) form as a pdf file. Review the .pdf file for accuracy and completeness. When finished, print this form.

[Create Form]

* Adobe Acrobat is required

2. Start New Application

This will return you to the beginning of the Wizard so you may complete another form. Note: Please be sure to create your current form before proceeding.

[Start New Application]

For more information on how and where to apply for a passport, See Get or Renew a Passport.

To report technical problems with this web site, please email us at passportweb@state.gov

Start downloading from site: https://pptform.state.gov/PassportWizardMain.aspx?Submit2=Complete+Online+%26+Print

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start   Inbox - Microsof...   How to use the S...   Passport by Mail:...   Passport and Vis...   Desktop   My Do   EN   10:14 AM

A.

B.

STAPLE   **STAPLE**

2" x 2"   **FROM 1" TO 1 3/8"**   2" x 2"

STAPLE   **STAPLE**

Submit a recent color photograph

10. Passport Book and/or Passport Card Information
Your name as listed on your most recent passport book or passport card

BONNIE SWANSON

Most recent passport book number

801256891

Most recent passport card number

Issue date (mm/dd/yyyy)

11. Name Change Information Complete if name is different than last passport book or passport card

☐ Changed by Marriage   Place of Name Change (City/State)   Date (mm/dd/yyyy)

☐ Changed by Court Order

Please submit a certified copy of your marriage certificate or court order to support your name change.

> We only need pages 5 and 6. Please sign, (blue or black ink). DO NOT DATE

CONTINUE TO PAGE 2 ➡

YOU MUST SIGN AND DATE THE APPLICATION IN THE DESIGNATED AREA BELOW
I declare under penalty of perjury all of the following: 1) I am a citizen or non-citizen national of the United States and have not, since acquiring U.S. citizenship or nationality, performed any of the acts listed under "Acts or Conditions" on the reverse side of this application (unless explanatory statement is attached); 2) the statements made on the application are true and correct; 3) I have not knowingly and willfully made false statements or included false documents in support of this application; 4) the photograph submitted with this application is a genuine, current photograph of me; and 5) I have read and understood the warning on page one of the instructions to the application form.

X _____   _____
              Applicant's Signature   Date

FOR ISSUING OFFICE ONLY   ☐ PPT C/R   ☐ PPT S/R

☐ Marriage Certificate   Date of Marriage/Place Issued:

☐ Court Order

From _____

To: _____

☐ Other: _____

☐ Attached: _____

For Issuing Office Only ➡

DS-82   12-2010

> Passport applications require **2 color photos in civilian clothes. Please sign the backs of the photos**. Please paper clip the signed photos to the application.
>
> ES will complete the DD Form 1056 that is required with the application.

82 B 12 2010 1 *

Page 1 of 2