Summary of Passport Fees and Requirements
MUST USE BLACK INK ONLY

Requirements:

1. Complete Application-Sign in presence of Clerk's Office
2. Bring Certified Copy of Birth Certificate-Raised or Embossed Seal or Old Passport or Naturalization Papers
3. Bring Passport Pictures-can be taken at Walgreens, CVS Pharmacy(Southside) or Wal-Mart*(No Glasses of any kind allowed in pictures, No Hats or Uniforms allowed of any kind in pictures)*
4. Payment: Personal Check or Money Order
5. Picture ID (Driver's License, State ID, School ID w/photo)

Fees:

Adults: (Regular Mail) Will return in 4 to 6 weeks (Good for 10 years)
$110.00-made out to U.S. Department of State-Must be Check or Money Order
$35.00-made out to Clerk of Court-Can be Cash or Check or Money Order

Children: (Regular Mail) 15 and under (Good for 5 years)
$80.00-made out to U.S. Department of State-Must be Check or Money Order
$35.00-made out to Clerk of Court-Can be Cash or Check or Money Order

Expedited Fees:

Adults: Will return in 2 to 3 weeks (Good for 10 years)
$170.00-made out to U.S. Department of State-Must be Check or Money Order
$16.48 Overnight return delivery service fee (Optional) total of $186.48
$35.00-made out to Clerk of Court-Can be Cash or Check or Money Order
(Optional) $25.50-made out to Postmaster-Can be Cash or Check or Money Order

Children: 15 and under (Good for 5 years)
$140.00-made out to U.S. Department of State-Must be Check or Money Order
$16.48 Overnight return delivery service fee (Optional) total of $156.48
$35.00-made out to Clerk of Court-Can be Cash or Check
(Optional) $25.50-made out to Postmaster-Can be Cash or Check or Money Order

PASSPORT CARD-Land and Sea only, Border Crossing into Canada or Mexico, Cruises to the Caribbean, Bermuda and Jamaica (Cannot fly with Passport Card)
ADULTS: Good for 10 years-Will return within 6 weeks
$30.00-U.S. Department of State Must be Check or Money Order
$35.00-Clerk of Court Can be Cash or Check or Money Order

CHILDREN: 15 years or under-Good for 5 years-Will return within 6 weeks
$15.00-U.S. Department of State Must be Check or Money Order
$35.00-Clerk of Court Can be Cash or Check or Money Order
Further Information: www.travel.state.gov or call (478)-445-4007