



# UNITED STATES PASSPORT FEES

**Payment Instructions:** \*The application fee is paid directly to the Department of State. \*\*The Execution/Acceptance fee is paid directly to the acceptance facility. Two separate payments are required. (Effective 1/27/2020)

## ADULT APPLICANTS (16 Years and Older)

What are you applying for?	Use Form	Application Fee *Paid to the U.S. Department of State	Execution Fee (Acceptance Fee) **Paid to the Acceptance Facility
<b>First-time Adult Passport Book</b>	DS-11	\$110	\$35
<b>First-time Adult Passport Card</b> Not valid for international air travel. Valid only for travel by land and by sea to Canada, Mexico, Bermuda, and the Caribbean.	DS-11	\$30	\$35
<b>First-time Adult Passport Book &amp; Card</b>	DS-11	\$140	\$35
<b>Adult Passport Card</b> For applicants who currently have a valid passport book.	DS-82	\$30	No Charge

## ALL MINOR APPLICANTS (Under 16)

What are you applying for?	Use Form	Application Fee *Paid to the U.S. Department of State	Execution Fee (Acceptance Fee) **Paid to the Acceptance Facility
<b>Minor Passport Book</b>	DS-11	\$80	\$35
<b>Minor Passport Card</b> A passport card is valid only for travel by land and by sea to the following locations: Canada, Mexico, Bermuda, and the Caribbean.	DS-11	\$15	\$35
<b>Minor Passport Book &amp; Card</b>	DS-11	\$95	\$35

## OPTIONAL FEES (Paid to the U.S. Department of State)

<b>Expedite Fee</b>	Paid per application, in addition to required fees. Provides faster processing than routine service.	\$60
<b>1-2 Day Delivery</b>	Paid per application for 1-2 day delivery of an issued passport book from the Department of State to the customer. Only applies to mailing addresses within the United States. Not valid for passport cards.	\$17.13
<b>File Search Fee</b>	A file search is necessary when an applicant is unable to present evidence of U.S. citizenship or verification of a previously issued U.S. Passport or Consular Report of Birth Abroad. Applicant must submit Form DS-11 and a written request for a file search.	\$150

## ADULT RENEWALS (16 Years and Older) To renew your passport, you must apply by mail or in person at a passport agency, if you are traveling within 14 days. A \$60 expedite fee is charged at passport agencies. Below are the fees for basic renewals. Optional fees may apply.

What are you renewing?	Use Form	Application Fee *Paid to the U.S. Department of State
<b>Adult Passport Book</b>	DS-82	\$110
<b>Adult Passport Card</b> Not valid for international air travel. Valid only for travel by land and by sea to Canada, Mexico, Bermuda, and the Caribbean.	DS-82	\$30
<b>Adult Passport Book &amp; Card</b>	DS-82	\$140

Submitting incorrect passport fees could delay the processing of your application. For more information regarding passport application fees, please visit [travel.state.gov/fees](http://travel.state.gov/fees) or call 1-877-487-2778, TDD/TTY: 1-888-874-7793.

## **APPLYING FOR PASSPORT INFORMATION**

**Passport hours: 8:00-4:00 (closed for lunch 12:00-1:00)**

**USE BLACK INK ONLY WHEN COMPLETING THE PASSPORT APPLICATION!**

1. When applying for a passport: You must submit a previous passport, Naturalization Papers, or Certified Birth Certificate with a multi-colored or a raised seal. You may obtain a Certified Birth Certificate from the Bureau of Vital Statistics from the state where you were born. Anyone born in Alabama may obtain a birth certificate at the CULLMAN COUNTY HEALTH DEPT., located at 601 Logan Ave SW Cullman, AL. (Phone #256-734-1030). Passport Services will not accept a Hospital Certificate or a Notification of Birth Registration.

2. Must bring driver's license or certified photo ID (if name on license is different than the name applying in, then a copy of marriage license or court document changing your name is required!)

3. **One personal color photo, Size 2x2 Required!** (Several local businesses make passport photos.)

4. The fee for passports to US Dept. of State may be made by **CHECK, MONEY ORDER or CASHIER'S CHECK**. The \$35 Execution Fee should be paid in **CASH or MONEY ORDER**. The fees should be paid in separate amounts as follows:

### **Passport Books:**

Applicants 16 years of age or older: \$110.00 to U.S. Dept of State & \$35.00 (Execution Fee) to Circuit Clerk. Applicants under 16 years of age: \$80.00 to U.S. Dept of State \$35.00 (Execution Fee) to Circuit Clerk.

### **Passport Cards (Land and Sea Travel Only):**

Applicants 16 years and older: \$30 to U.S. Dept of State & \$35.00 (Execution Fee) to Circuit Clerk.

Applicants under 16 years of age: \$15 to U.S. Dept of State & \$35.00 (Execution Fee) to Circuit Clerk.

**NOTE: \$35 Execution Fee must be paid in CASH, Money Order or Cashier's Check**

5. You should allow 4-6 weeks for Routine Service and about 3 weeks for Expedited Service. If expedited service is used, an ADDITIONAL \$60.00 is charged for each expedited passport. There is also a 1-2 day delivery of an issued passport book for mailing addresses in the U.S. The fee is \$17.13 per passport and paid to the U.S. Department of State.

**If you need your passport back in less than 2-3 weeks you can call 1-877-487-2778 and make an appointment to go to the nearest certified agency to get your passport the same day you apply. (The closest agency to Cullman would be Atlanta, GA.)**

6. The application must be signed by the applicant & witnessed by the passport agent in the clerk's office. **BOTH** parents must appear and sign the application for applicants under 16 years of age and present a photo ID, proof of relationship, such as a birth certificate of the applicant. If a parent cannot appear in person, a notarized statement of consent must be presented. YOU MAY CALL THE CLERK'S OFFICE FOR SPECIFIC INSTRUCTIONS. Forms are available at the clerk's office. **Each Minor child applying for a passport must appear in person.**

7. Passports can be **RENEWED** if you can submit your most recent passport was issued on or after your 16th birthday or if it was issued within the last 15 years. The Clerk's Office has renewal forms available. The renewal fee is \$110.00 for the book and \$30 for the card. The forms for a **RENEWED** Passport can be completed & submitted by the applicant. These forms are available at:

[http://www.travel.state.gov/passport/passport\\_1738.html](http://www.travel.state.gov/passport/passport_1738.html)

8. To check the status of your passport application. You may call 1 -877-487-2778 (1 -877-4USAPPT). The passport web site for information, applications & forms is:

[http://www.travel.state.gov/passport/passport\\_1738.html](http://www.travel.state.gov/passport/passport_1738.html)

9. The Circuit Clerk's Office is located at the Cullman County Courthouse, 3rd floor Rm #303. Number: 256-775-4654.