

MATERIALS REQUIRED FOR PASSPORT BOOKS

APPLICANTS BORN IN THE UNITED STATES:

Certified copy of birth certificate-must come from County Clerk in the county in which you were born or Vital Records Dept. in the State in which you were born in.

APPLICANTS BORN OUTSIDE THE UNITED STATES:

Original Certificate of Naturalization, Original Certificate of Citizenship, Original Report of Birth Abroad.

1 Passport Photo- 2 X 2 photo. (Walgreens, CVS, Super Wal-Mart)

1 other source of ID:

Drivers License

Official Military ID

Government ID

U.S. Passport

Check or money order made payable to: U.S. Dept of State- or cash is accepted. **Fee: 16 and over: \$110.00**

15 and under: \$80.00

An additional fee of **\$25.00** for the execution of the passport will also be charged and must be made payable to the **Pike Co. Circuit Clerk**.

Normal processing time for passports is 4-6 weeks. Passports may be expedited. Expedited service is guaranteed receipt within 2-3 weeks and will cost \$60.00. When expediting, applicants may purchase one prepaid express mail stamp per application if sending express mail and pay \$14.85 to have it returned express mail.

If passports are needed prior to a 2-3 week period, please call 1-877-487-2778 to make an appointment for application in Chicago.