### Fee Information

**Passport Fees** - payable to **US DEPARTMENT OF STATE** (Check or Money Order ONLY)
Separate Check or Money Order per Applicant

<table>
<thead>
<tr>
<th>Item</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult US Passport Book (Age 16+)</td>
<td>$110</td>
</tr>
<tr>
<td>Minor US Passport Book (Age 15-)</td>
<td>$80</td>
</tr>
<tr>
<td>Adult US Passport Card (Age 16+)</td>
<td>$30</td>
</tr>
<tr>
<td>Minor US Passport Card (Age 15-)</td>
<td>$15</td>
</tr>
<tr>
<td>Expedite fee (per applicant)</td>
<td>$60</td>
</tr>
<tr>
<td>Passport Record Search (per applicant)</td>
<td>$150</td>
</tr>
<tr>
<td>Express Service Return to Customer (per applicant)</td>
<td>$17.13</td>
</tr>
</tbody>
</table>

PLEASE DO NOT COMBINE U.S. DEPARTMENT OF STATE FEE AND PLACENTIA LIBRARY DISTRICT FEE

**Processing Fees** - payable to **PLACENTIA LIBRARY DISTRICT** (Check, Money Order or Credit Card ONLY, NO AMEX)

<table>
<thead>
<tr>
<th>Item</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Processing Fee (per applicant)</td>
<td>$35 x ____ = ____</td>
</tr>
<tr>
<td>Passport Photo (per applicant)</td>
<td>$12 x ____ = ____</td>
</tr>
<tr>
<td>Photocopies (per page)</td>
<td>$0.15 x ____ = ____</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$____</td>
</tr>
</tbody>
</table>

NO CASH, ALL FEES ARE NON-REFUNDABLE

**Placentia Library Passport Hours**
Monday-Thursday: 9AM-7:30PM
Friday-Saturday: 9AM-4:30PM
Sunday: 1PM-4:30PM

Applications take about 15 minutes each to process (not including wait time), please arrive accordingly. No appointment required. We cannot guarantee the processing of passports at any given time.

DUE TO HIGH VOLUME OF PASSPORTS, AGENTS RESERVE THE RIGHT TO STOP ACCEPTING APPLICATIONS PRIOR TO THE TIMES LISTED ABOVE. PASSPORT HOURS MAY CHANGE AT ANYTIME.
Placentia Library Passport Services

In an effort to better assist our applicants, you MUST have the following ready BEFORE signing in:

- All applicants and members of your party MUST be present

- **Check or Money Order**
  - One check or money order per applicant
  - No cash
  - See other side for Fees Information

- **Application (DS-11)**
  - Social Security Number is required on the application
  - Please do not use white out. Put one line through any mistakes

- **Proof of Citizenship**
  - Valid or expired Passport (Applicants ages 15 and under require a copy of Birth certificate in addition to the passport)
    - OR
    - Birth Certificate (Original, certified copy, or delay –No Abstracts)
    - OR
    - Naturalization Certificate

- **Identification**
  - Ages 15 & under: Both parents/guardian(s) must be present with valid IDs
  - Ages 16-17: One parent/guardian must be present with valid ID
  - Ages 18+: Applicant must present valid ID

- **Photo**
  - 2X2 color photo taken within the last 6 months
  - Photo services offered for $12 per applicant

These are the basic requirements in order to submit a passport application. For other situations, please ask our passport agent. Approval to obtain a US Passport is under the discretion of the US Department of State.