

# VENTURA COUNTY LAW LIBRARY GENERAL PASSPORT APPLICATION CHECKLIST

## ADULTS

### 1. APPLICATION FORM (DS-11)

- BLACK INK ONLY
- One-sided only

### 2. PASSPORT PHOTO

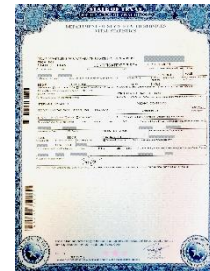
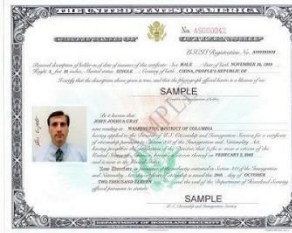
- Bring photo with you.  
\* Photo services are NOT provided on site.

### 3. PROOF OF CITIZENSHIP

ORIGINAL + PHOTOCOPY

Bring one of the following

- U.S. birth certificate
- Certificate of Naturalization
- U.S. passport



ORIGINAL + PHOTOCOPY

### 4. IDENTIFICATION

ORIGINAL + PHOTOCOPY (FRONT AND BACK)

Bring government issued ID

- Valid California driver's license
- Valid or expired U.S. passport book or card
- Certificate of Naturalization with attached photo
- Certificate of Citizenship with attached photo
- Military I.D.
- Government employee I.D.
- Current valid foreign passport



ORIGINAL + PHOTOCOPY (FRONT AND BACK)

### 5. FEES (2 SEPARATE PAYMENTS)

**Application Fee – Payable to  
U.S. DEPARTMENT OF STATE**

- o Personal Check
- o Money Order
- o Cashier's Check



**Execution Fee (\$35) –  
Payable to VCLL**

- o CASH
- o Money Order
- o Cashier's Check

If you have a unique circumstance (i.e., name change, guardianships, etc), you may need to submit additional documents to the Department of State. For more information, visit [travel.state.gov](http://travel.state.gov).