

VENTURA COUNTY LAW LIBRARY
GENERAL PASSPORT APPLICATION CHECKLIST
MINORS 16-17 YEARS OLD

1. APPLICATION FORM (DS-11)

- BLACK INK ONLY**
- One-sided only

2. PASSPORT PHOTO

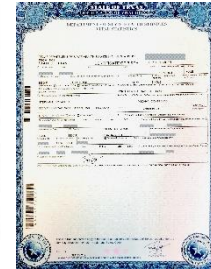
- Bring photo with you.**
 * Photo services are **NOT** provided on site.

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 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)

If applicant does not have ID, a parent or guardian must be at the appointment and present theirs + copy.

5. FEES (2 SEPARATE PAYMENTS)

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

- Personal Check
- Money Order
- Cashier's Check



Execution Fee (\$35) – Payable to VCLL

- CASH
- Money Order
- 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.