



# Passport Fees

## ADULT APPLICANTS – Age 16 Years and Older – Routine Service processing can take up to 8-11 weeks from the day an application is submitted

Application Type	Application Fee	Execution Fee	Form
First-time Adult Passport Book	\$ 130.00 Check or Money Order	\$ 35.00 Cash Only	DS - 11
First-time Adult Passport Card	\$ 30.00 Check or Money Order	\$ 35.00 Cash Only	DS - 11
First-time Adult Passport Book & Card	\$ 160.00 Check or Money Order	\$ 35.00 Cash Only	DS - 11
Renewal Adult Passport Book	\$ 130.00 Check or Money Order	<b>Applicants must renew by mail. Our office will provide assistance with questions and help to prepare your packet for mailing.</b>	DS - 82
Renewal Adult Passport Card	\$ 30.00 Check or Money Order		DS - 82
Renewal Adult Passport Book & Card	\$ 160.00 Check or Money Order		DS - 82

## MINOR APPLICANTS – Under Age 16 – Routine Service processing can take up to 8-11 weeks from the day an application is submitted

Application Type	Application Fee	Execution Fee	Form
First-time Minor Passport Book	\$ 100.00 Check or Money Order	\$ 35.00 Cash Only	DS - 11
First-time Minor Passport Card	\$ 15.00 Check or Money Order	\$ 35.00 Cash Only	DS - 11
First-time Minor Passport Book & Card	\$ 115.00 Check or Money Order	\$ 35.00 Cash Only	DS - 11
Renewal Minor Passport Book <u>or</u> Card	<b>Passports issued to applicants under the age of 16 <u>must be renewed in person</u>. The fees are the same as a first-time applicant.</b>		

## OTHER FEES

Expedite	Paid per application, in addition to required fees. Provides faster processing than routine service. Expedited service can take up to 5-7 weeks from the day an application is submitted.	\$ 60.00 Check or Money Order
Overnight Delivery	Paid per application for overnight delivery of an issued passport book from the Department of State to the customer. Only applies to mailing addresses within the United States. <b>Not valid for passport cards.</b>	\$ 18.32 Check or Money Order
File Search	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.	\$ 150.00 Check or Money Order



## Hours

8:30 a.m. – 3:00 p.m.  
Monday – Friday  
2222 M Street  
Merced, CA 95340

**By Appointment Only**  
**(209) 385-7541**

**PLEASE BE ON TIME. IF YOU ARE MORE THAN 5 MINUTES LATE YOU WILL BE ASKED TO RESCHEDULE.**

# NO PHOTO SERVICES ON SITE

You must apply in person if...

- You are applying for your first U.S. passport
- You are under age 16
- Your previous U.S. Passport was issued when you were under age 16
- Your previous U.S. Passport was lost, stolen, or damaged
- Your previous U.S. Passport was issued more than 15 years ago
- Your name has changed since your U.S. Passport was issued and you are unable to legally document your name change

To apply for a new passport, you need the following items:

Form DS-11: Application for a U.S. Passport  
*Do not sign until requested by an agent at a passport office.*

Proof of U.S. Citizenship  
Primary Evidence (One of the following):

- Previously issued, undamaged U.S. Passport
- Certified birth certificate issued by the city, county or state
- Consular Report of Birth Abroad or Certification of Birth
- Naturalization Certificate
- Certificate of Citizenship

Proof of Identity  
Primary Evidence (One of the following):

- Previously issued, undamaged U.S. Passport
- Naturalization Certificate
- Valid Driver's License
- Current Government ID (city, state or federal)
- Current Military ID (military and dependents)

One Passport Photo

- In color
- 2 x 2 inches in size
- Taken within the past 6 months, showing current appearance
- You must have a neutral facial expression or a natural smile, with both eyes open
- Full face, front view with a plain white or off-white background
- Between 1 inch and 1 3/8 inches from the bottom of the chin to the top of the head
- Taken in clothing normally worn on a daily basis

Pay Passport Fees  
Routine processing time takes up to 8-11 weeks from the day an application is received

- Adult Application: Passport Book = \$130.00 Passport Cards = \$30.00 **Check or Money Order**
- Minor Application: Passport Book = \$100.00 Passport Card = \$15.00 **Check or Money Order**
- Execution Fee: \$35.00 **Cash Only**

Expedite processing time takes up to 5-7 weeks from the day an application is received

- Expedited Service: \$60.00 **Check or Money Order**
- Overnight Delivery: \$18.32 **Check or Money Order** (Optional)

If a passport book or card is needed in less than 2 weeks you must make an appointment with the nearest Regional Passport Agency to process your application.

**San Francisco Passport Agency**  
1-877-487-2778 - 1-888-874-7793 (TDD/TTY)

450 Golden Gate Ave  
3rd Floor, Suite #3-2501  
San Francisco, CA 94102  
8:00 am to 4:00 pm  
Monday – Friday