

Currently accepting U.S. Passport applications BY APPOINTMENT ONLY



City Hall: Administrative Services Department
291 N. Main St., Porterville, CA 93257

9:00 a.m. — 3:00 p.m.

Monday through Friday

Call (559) 782-7441 to schedule your appointment



YOU MUST HAVE THE FOLLOWING COMPLETED BEFORE YOUR APPOINTMENT OR YOU WILL NEED TO RESCHEDULE:

- Completed Application (*black ink only*)
- Valid ID and a clear copy* of ID front and back on same side (one ID per page)
- Passport Photo. We take passport photos for \$12.00.
- Original Certified Birth Certificate or Naturalization Certificate and a clear copy* (*original documents and copy must be mailed with application*)
- Check or Money Order ONLY for passport fee, payable to the U.S Dept. of State**
- Check or Money Order or cash for execution fee, payable to City of Porterville**
- All persons applying must be present (*parents or legal guardians must accompany minors*)
- Each person applying must have their own appointment

***We can make copies for \$0.15 each.**

PASSPORT FEES		
U.S Passport Book	Passport Fee Check or money order only, payable to the <u>U.S. Dept. of State</u>	Execution Fee Cash, check or money order payable to <u>City of Porterville</u>
Adult (age 16 and over)	\$130	\$35
Minor (under age 16)	\$100	\$35
U.S. Passport Card		
Adult (age 16 and over)	\$30	\$35
Minor (under age 16)	\$15	\$35

PLEASE BE ADVISED: THE PROCESSING TIME FOR ROUTINE SERVICE CAN TAKE TO UP 11 WEEKS AND EXPEDITED SERVICE CAN TAKE TO UP 7 WEEKS WITH ADDITIONAL COST OF \$60.00 PAYABLE TO US DEPT. OF STATE

Aceptamos aplicaciones para Pasaporte Americano POR CITA SOLAMENTE



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Lunes a Viernes



DEBE TENER LO SIGUIENTE COMPLETO ANTES DE SU CITA O DE LO CONTRARIO VA HA TENER QUE HACER UNA NUEVA CITA:

- Aplicación completa (*en tinta negra unicamente*)
- Identificación valida y copia* de ambos lados en la misma pagina (una ID por pagina)
- Foto para pasaporte. Tomamos fotos para pasaporte por \$12.00.
- Acta de nacimiento original o Certificado de Ciudadania original y una copia* (los documentos originales y la copia se mandan junto con la aplicacion)
- Cheque o giro postal solamente para el pago de pasaporte, pagable al US Dept. of State**
- Cheque, giro postal, o efectivo para el pago de ejecución, pagable a City of Porterville**
- Todos los aplicantes deben estar presentes (padres o tutores legales deben acompañar al menor)
- Cada aplicante debe tener su propia cita

<u>TARIFAS</u>	<u>Tarifa del Libro</u>	<u>Tarifa de Ejecución</u>
Pasaporte en libro	Cheque o giro postal pagable a <u>US Dept. of State</u>	Efectivo, cheque, o giro postal, pagable a
Adulto (de 16 años en adelante)	\$130	\$35
Menor (de 0 a 15 años)	\$100	\$35
Pasaporte en tarjeta		
Adulto (de 16 años en adelante)	\$30	\$35
Menor (de 0 a 15 años)	\$15	\$35

TOME EN CUENTA QUE EL PROCESO DE SU APLICACION PARA SERVICIO DE RUTINA ES DE 11 SEMANAS Y PARA SERVICIO RAPIDO DE 7 SEMANAS CON UN COSTO ADICIONAL DE \$60.00 PAGABLE A US DEPT. OF STATE