

## ~PASSPORTS~

**\*The Harwich Community Center is making it more convenient for you to apply for a passport so get your dream vacation going by getting your passport applications process started with us...**

**Passport Tips:**

- ~ It is best to apply for your passport several months before you're planned trip abroad.
- ~If you're renewing your passport you must bring your original passport with you.
- ~ If you are in a hurry you could request the Department of State's expedited passport processing service for an additional \$60.00. Your application will normally be processed within three weeks from date of application.
- ~ Before traveling abroad, make a copy of the identifications page in case your passport is lost or stolen.
- ~Carry two extra passport-size photos with you.
- ~If your passport is lost or stolen abroad, report the loss immediately to local police authorities and the nearest U.S. Embassy or Consulate.
- ~Before you travel, check for U.S. Department of State travel warnings at [www.travel.state.gov](http://www.travel.state.gov).

**What You Need To Bring With You...**

**\*Note:** The Passport application will be provided\*

~ **Proof of U.S. citizenship** (provide one of the following)

- Previous fully valid U.S. passport
- Certified U.S. birth certificate
- Consular Report of Birth Abroad or Certification of Birth
- Recently issued Certificate of Naturalization or Citizenship with easily recognizable photo

~**Proof of identity** (provide one of the following)

- Recently issued Certificate of Naturalization or Citizenship with Easily recognizable photo
- Current, valid driver's license
- Government employee ID
- Military ID
- For minors under 16 years of age, each Child must appear in person and both Parents or legal guardians must present Evidence of relationship

~**Two Identical passport photo** (if taken At a location other than the Harwich Community Center. Pictures can be Taken at the Harwich Community Center for a fee of \$15.00 per person)

- 2x2 inches in size
- Taken within the past six months
- Color required
- Full-face, front view with a plain White or off-white background
- Normal street attire; no hats or Headgear

~**Passport Fees** (must be paid separately)

	U.S. Dep. of State	HCC	Total
Age 16+	\$75	\$25	\$100
15 and Under	\$60	\$25	\$85