

TOWN OF FOXBOROUGH

40 SOUTH STREET
FOXBOROUGH, MASSACHUSETTS 02035

PASSPORT INFORMATION

For a FIRST or FIRST ADULT PASSPORT, ALL MINOR PASSPORTS or IF YOUR PASSPORT EXPIRED MORE THAN FIVE (5) YEARS AGO, you will need:

1. Completed application -- Form DS-11 * * * * **BLACK INK ONLY** * * * * **DO NOT SIGN** * * * *
2. **LONG form certified** birth certificate with expired passport (if applicable).
3. One (1) Passport Photo with ¼ inch space at the top
4. Identification: acceptable documentary evidence of identity, i.e. current driver's license or government ID
5. Secondary identification: credit cards, insurance cards, tax bills, utility bills to confirm identity and residence.

NO CREDIT CARD PAYMENTS

Adult, 16 yrs. or older:

Passport Book & Card	\$165.00 (total)	\$140.00 <u>MUST BE A CHECK</u> payable to <u>U.S. Department of State</u> \$25.00 cash or check payable to <u>Town of Foxborough</u>
Passport Book	\$135.00 (total)	\$110.00 <u>MUST BE A CHECK</u> payable to <u>U.S. Department of State</u> \$25.00 cash or check payable to <u>Town of Foxborough</u>
Adult Passport Card If you do NOT currently hold a valid Passport Book or Card	\$55.00 (total)	\$30.00 <u>MUST BE A CHECK</u> payable to <u>U.S. Department of State</u> \$25.00 cash or check payable to <u>Town of Foxborough</u>

Minor, under 16:

Passport Book & Card	\$120.00 (total)	\$95.00 <u>MUST BE A CHECK</u> payable to <u>U.S. Department of State</u> \$25.00 cash or check payable to <u>Town of Foxborough</u>
Passport Book	\$105.00 (total)	\$80.00 <u>MUST BE A CHECK</u> payable to <u>U.S. Department of State</u> \$25.00 cash or check payable to <u>Town of Foxborough</u>
Passport Card	\$40.00 (total)	\$15.00 <u>MUST BE A CHECK</u> payable to <u>U.S. Department of State</u> \$25.00 cash or check payable to <u>Town of Foxborough</u>

Child under 16 **MUST** be accompanied by **BOTH** parents. Parents' ID is used.

Child 16 to 18 **MUST** be accompanied by at least **ONE** parent. Parent's ID is used, and child's if available.

Checks for **U.S. Dept. of State** must have the name and date of birth of the applicant written on the memo line.

To check on the status of a passport application, call 1-877-487-2778 or visit the department of State website at travel.state.gov.

ROUTINE SERVICE: at this time 4-6 weeks from time Passport Services RECEIVES the application

EXPEDITED SERVICE REQUIRES AN ADDITIONAL \$60.00 PAYABLE TO THE U.S. DEPARTMENT OF STATE

EXPEDITED SERVICE: at this time 2-3 wks from time Passport Services RECEIVES the application with overnight postage paid

All requirements are listed on pages 1 & 2 of the DS-11 form.

Passport Hours: Mon. 1:00 PM to 3:30 PM
Tues. 9:00 AM to 3:30 PM
5:30 PM to 7:30 PM
Wed. 9:00 AM to 3:30 PM
Thurs. 9:30 AM to 3:30 PM

This Schedule of hours is effective as of January 9, 2012