

Passport Fees

Office Hours

Monday to Friday, 8:30 AM – 3:00 PM
2222 M Street
Merced, CA 95340
(209) 385-7541

Payment Instructions:

*The application fee is paid directly to the Department of State.

**The Execution/Acceptance fee is paid directly to the acceptance facility. Photo services are available at additional cost.

Separate payments are required.

Current routine and expedited service processing times can be found on <https://travel.state.gov/>.

We are an **appointment-based** acceptance facility.

Please be on time. If you are more than 5 minutes late, you may be asked to reschedule.

Adult Applicants (Age 16 years and older)

Application Type	Application Fee *Check or Money Order to: US Department of State	Execution Fee **Cash Only	Form
First-time Adult Passport Book	\$130	\$35	DS – 11
First-time Adult Passport Card	\$30	\$35	DS – 11
First-time Adult Passport Book & Card	\$160	\$35	DS – 11
Renewal Adult Passport Book	\$130	Applicants must renew by mail. Our office can provide help with questions and help prepare your packet for mailing.	DS – 82
Renewal Adult Passport Card	\$30		DS – 82
Renewal Adult Passport Book & Card	\$160		DS – 82

Minor Applicants (Under 16 must present proof of parental relationship)

Application Type	Application Fee *Check or Money Order to: US Department of State	Execution Fee **Cash Only	Form
First-time Minor Passport Book	\$100	\$35	DS – 11
First-time Minor Passport Card	\$15	\$35	DS – 11
First-time Minor Passport Book & Card	\$115	\$35	DS – 11
Renewal Minor Passport Book or Card	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.		

Other Fees

Expedite*	Paid per application, in addition to required fees. Provides faster processing than routine service.	\$60
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. Not valid for passport cards.	\$21.36
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.	\$150
Photo Services**	(2) 2" x 2" photos for passport applications. On site cash only . Plan to arrive 10-15 minutes prior to your appointment.	\$15

PHOTO SERVICES AVAILABLE 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 underage 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
 - Minors under age 16 must show proof of parental relationship; birth certificate, translated foreign birth certificate, adoption decree, divorce/custody decree.
- 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 or state issued ID
- Government ID (city, state or federal)
- Military ID (military and dependents)
- Valid foreign passport

One Passport Photo

- Check photo and attire recommendations on <https://travel.state.gov/>.
- 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
- Remove eyeglasses for your photo.

Pay Passport Fees

- Please see the other side of page for a full list of fees.

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

Monday – Friday, 8:00 am to 4:00 pm