PASSPORT RENEWAL CHECKLIST

DS-82 Passport Application

1

Answer the simple questions in your dashboard, and your DS-82 form will be generated automatically. Print it single-sided, then sign and date it in blue or black ink. Do not fill out the form by hand.

Passport Photo

2

For your passport, provide a 2x2 inch color photo on a white background, taken in the last 6 months, without uniforms, headgear, white shirts, or eyeglasses.

Proof of Travel

3

Common travel itineraries include airline, cruise, and hotel bookings. A business letter on company letterhead can replace a travel itinerary. Ensure the travel date and destination listed on itinerary must match the travel plans listed on DS-11 application Print two copies.

Proof of Identification

4

Include a valid ID issued over 6 months ago (both sides). Acceptable IDs are Driver's License, State ID, Military ID, or any Government ID. Paper IDs, Learner's Permits, and temporary licenses are not accepted.

Government Fees

5

1. For 1-2 and 2-5 day applications for adults it is **$190** for passport book and **$220** for book and card.
2. For 1-2 and 2-5 day applications for minors it is **$160** for passport books and **$175** for book and card.
3. For a 5-7 day application for adults it is **$216.87** for a passport book and **$246.87** for book and card.
4. For 5-7 day applications for minors is **$186.87** for passport book and **$201.87** for book and card

Expired or Expiring (Old) Passport Book

6

For renewal, submit your undamaged passport. It must have had a 10-year validity period and must not have expired more than 5 years ago. If your name has changed, include an original or state-certified name change document.

Authorization Letter

7

This Letter authorizes Rushed Passport to act on your behalf at the U.S. Department of State. Include one copy in your sealed documents and another in your FedEx package. Print the Courier Company Name exactly as shown on the top of the page to prevent delays. Use **BLUE or BLACK INK ONLY** for hand printing and signing. (PRINT TWO COPIES).

Send documents via FedEx

8

Print Shipping label and place on the outside of an overnight shipping envelope. Use only the shipping label given to you by Rushed Passport. Do not buy a new one.