

# Passport Day in the USA

*Saturday, March 10, 2012*

## St. Clair Shores City Clerk's Office

27600 Jefferson Circle Drive

(586) 447-3303

10:00 a.m. – 3:00 p.m.

### Planning to travel outside of the United States? Let's get you started!

All citizens are required to present a passport that denotes identity and citizenship when entering the United States by all means of travelling: air, land and sea. The City Clerk's Office will be open on **Saturday, March 10, 2012** to take care of your passport needs. So drop on by and bring the entire family. Plan ahead by reviewing the "what you need" section.

#### PROOF OF CITIZENSHIP

Certified Copy of Birth Certificate (w/ raised seal)

Original Naturalization Certificate

#### PROOF OF IDENTITY

Current Driver's License/State ID Card/Passport

For children under 16, both parents must be present with IDs

All applicants must appear in person

#### PHOTO

1 passport picture (2" x 2")

Photo service on-site for \$10

#### PASSPORT FEE – we do not accept credit cards

Type	Passport Book	Passport Card
Under Age 16	\$80.00	\$15.00
Over Age 16	\$110.00	\$30.00

Payable to U.S. Department of State (check or money order only)

#### EXECUTION FEE

\$25 per applicant

Payable to City of St. Clair Shores (cash or check)

#### PASSPORT APPLICATION

Form DS-11

Obtainable at Clerk's Office or [www.travel.state.gov](http://www.travel.state.gov)



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