



U.S. Passport Applications for Minors Under Age 16

Require Both Parents' Consent

As provided by the Code of Federal Regulations, Title 22, Section 51.28
Effective February 1, 2008

Important: All minors must appear in person when applying for a passport

Both parents or minor's legal guardian must:

1. Present evidence of minor's U.S. citizenship **and**
2. Present evidence that they are the parents or guardian **and**
3. Show valid personal identification **and**
4. Sign and take oath before an authorized passport acceptance agent

If the second parent is not available to sign, the appearing parent must:

1. Complete the above **and**
2. Present evidence of
 - Sole legal custody of the minor **or**
 - Notarized written consent of the other parent for the issuance of the passport **or**
 - Written statement explaining why non-applying parent's consent cannot be obtained

If no parent is available to sign, the third-party *in loco parentis* must:

1. Appear with a notarized written statement or affidavit from both parents or custodial parent(s), authorizing the third-party to apply for passport. When the statement or affidavit is from only one parent, the third-party must present evidence of sole custody of the authorizing parent.

The law requires that all applications be signed under oath under penalty of perjury

The most efficient way to apply for a minor under age 16 is to present the required documentation **and:**

- For *both* parents to appear at the time of application, **or**
- If only one parent can apply, for the applying parent/guardian to present the additional documentation required at the time of application.

See reverse for examples of acceptable evidence

Incomplete submissions will delay passport issuance.

The passport fees paid at the time of application are non-refundable processing fees.

For questions: Visit us at travel.state.gov

or

Call the National Passport Information Center toll-free at

1-877-487-2778 (TDD/TTY: 1-888-874-7793)

For Minors Under Age 16: Documentation Required

Citizenship, Relationship, and Identification

1. Evidence of minor's U.S. citizenship, one of the following:

Born in the U.S.

- Certified U.S. birth certificate
- Previous fully valid U.S. passport

Born Outside the U.S.

- *Report of Birth Abroad* (Form FS-240)
- Previous fully valid U.S. passport
- *Certificate of Citizenship* or *Naturalization* from INS
- *Certification of Birth Abroad* (Form DS-1350)
- or other evidence for first-time documentation

2. Evidence of minor's relationship to parents/guardian, one of the following:

Born in the U.S.

- Certified U.S. birth certificate including parent(s)' names
- Adoption decree including adopting parents(s)' names
- Court order establishing custody
- Court order establishing guardianship and authority to apply for passport

Born Outside the U.S.

- Certified foreign birth certificate including parent(s)' names
- *Report of Birth Abroad* (Form FS-240)
- *Certification of Birth Abroad* (Form DS-1350) with parent(s)' names
- Adoption decree including adopting parent(s) names
- Court order establishing custody
- Court order establishing guardianship and authority to apply for passport

3. Parental identification, such as one of the following:

- Valid driver's license
- Valid official U.S. military ID
- Valid government (Federal, State, local) employee ID
- Valid U.S. or foreign passport with recognizable photo
- *Certificate of Naturalization* or *Certificate of Citizenship* from INS with recognizable photo
- *Permanent Resident Alien Card*

Parental Permission

1. Both parents appear or

2. Applying parent submits second parent's notarized Form DS-3053, *Statement of Consent*, or other notarized written statement consenting to passport issuance for the minor or

3. Applying parent submits primary evidence of sole authority to apply, such as one of the following:

- Minor's certified U.S. or foreign birth certificate listing *only* applying parent
- *Report of Birth Abroad* (FS-240) or *Certification of Birth Abroad* (DS-1350) listing only one parent
- Court order granting sole custody (unless child's travel is restricted by that order)
- Adoption decree (listing only the applying parent)
- Court order specifically permitting applying parent's or guardian's travel with the minor
- Judicial declaration of incompetence of non-applying parent
- Death certificate of non-applying parent or

4. Applying parent submits a written statement explaining why non-applying parent's consent cannot be obtained or

5. Third-party *in loco parentis* appears with notarized written statement or affidavit from both parents or custodial parent(s) authorizing the third-party to apply for passport. When the notarized statement or affidavit is from only one parent, the third-party must present evidence of sole custody of the authorizing parent.

Children's Passport Issuance Alert Program (CPIAP)

Separate from the two-parent signature requirement for U.S. passport issuance, parents may also request that their minor (under age 18 for this program) children's names be entered in the U.S. Passport name-check system. The Children's Passport Issuance Alert Program provides:

- Notification to a parent if a passport application made on behalf of his/her minor child(ren), and
- Denial of passport issuance if appropriate court order(s) is on file with the CPIAP.

For more information, visit the Office of Children's Issues online at travel.state.gov under Children & Family, International Parental Child Abduction or contact the office by phone at Tel: 202-736-9156; Fax: 202-736-9133.