

U.S. Passport Applications
for
Children Age 15 and Under

Require Both Parents' Signatures
As provided by Public Law 106-113, Section 236
Effective July 2, 2001

Both parents or child's legal guardian must:

1. Present evidence of child'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. Do the above and
2. Present evidence that he / she has:
 - sole legal custody of the child or
 - 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 of 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 child under age 14
is to present the required documentation and**

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

Incomplete submissions will delay passport issuance.
Below are examples of acceptable evidence.

For questions: Visit the Department of State at travel.state.gov
or Call the National Passport Information Center at
1-900-225-5674 or with V, M, or AmEx 1888-362-8668
This is a fee-for-service call, not funded by tax dollars.

For Children Under Age 14
Citizenship, Relationship, and Identification
Documentation Required

1. Evidence of child'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 child's relationship to parents / guardian (*one of the following*):

Born in the U.S.

- certified U.S. birth certificate *including the parent(s)' names*

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* identification from INS

Parental Application Permission: Appearance and Signature Documentation Required

1. Both parents appear together and sign or
2. One parent appears, signs, and submits second parent's written statement consenting to passport issuance for child or
3. One parent appears, signs, and submits primary evidence of sole authority to apply (such as *one of the following*):
 - child'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 child
 - judicial declaration of incompetence of non-applying parent
 - death certificate of non-applying parent or
4. One parent appears, signs, and 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 of 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 children's names be entered in the U.S. passport name-check system. The Children's Passport Issuance Alert Program provides:

- Notification to parents of passport applications made on behalf of their minor children, and
- Denial of passport issuance if appropriate court orders are on file with CPIAP.

For more information, contact the Office of Children's Issues at:

Tel: 202-736-7000, Fax: 202-663-2674, travel.state.gov/children's_issues