



## U.S. Passport Applications for Children Under Age 16

### Require Both Parents' Consent

As provided by the Code of Federal Regulations, Title 22, Section 51.28

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

#### **Both parents, or child's legal guardian must:**

1. Submit evidence of child's U.S. citizenship and
2. Submit evidence that they are the parents or guardian and
3. Present valid personal identification and
4. Submit a photocopy of the front and back of the identification shown and
5. 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 child or
  - Notarized written consent of the other parent for the issuance of the passport along with a photocopy of the non-appearing parent's identification 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 and penalty of perjury*

**The most efficient way to apply for a child 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

More online at [Travel.State.Gov](http://Travel.State.Gov)

or

By calling the National Passport Information Center toll-free at

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

# For Children Under Age 16: Documentation Required

## Citizenship, Relationship, and Identification

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*
- *Certification of Birth Abroad* (Form DS-1350)
- Other evidence of U.S. Citizenship

2. Evidence of child'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 sole 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 sole 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* 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 child, along with a photocopy of the non-appearing parent's identification or

3. Applying parent 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* (DS13-50) 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. 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.

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## Children's Passport Issuance Alert Program (CPIAP)

Parents may also request that their minor (under age 18 for this program) child's name 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 and the parent does not consent to the passport issuance.

For more information, visit [travel.state.gov](http://travel.state.gov) or contact the Office of Children's Issues by phone at 1-888-407-4747 or email at [childrepassports@state.gov](mailto:childrepassports@state.gov).