

Passport

Please contact the Recorder's Office prior to coming in and applying.

Fees:

16 & over is \$110.00 check payable to US Department of State
& \$25.00 check payable to Wells County Recorder (Age of 16 and 17, one parent must appear with the child.)
(Passport is valid for 10 years.)

Under 16 is \$80.00 check payable to US Department of State
& \$25.00 check payable to Wells County Recorder
(Passport is valid for 5 years.)

Requirements:

- 2 passport photos are required (obtain at any photo shop)
- Certified copy of Birth Certificate
- Driver's License or Photo ID
- If under 16 both parents or legal guardians must accompany the child when applying. Both parents or legal guardians must sign the application for the child. If this is not possible, the single applying parent or legal guardian must show proof of sole custody or the consent of the second parent or a notarized Statement of Consent (Form DS-3053).

Processing Time:

6 weeks

-OR-

Passports can be expedited for an additional charge of \$60.00 per application.

If overnight delivery is needed the following fees would apply:

- \$60.00 expedite fee plus
- \$18.95 overnight delivery fee (current postal one-way rate) to mail application to the passport agency.
- \$12.72 overnight delivery fee (current postal one-way rate) to return the passport to the applicant