

## **Basic Passport Information**

### **Fees:**

Age 16 and over - \$130.00 for a Passport Book, \$30.00 for Passport Card, or \$160.00 for both Book and Card. Check payable to US Department of State  
\$35.00 check payable to Wells County Recorder

Age of 16 and 17, one parent to appear with the child, check directly from the parent with child's name written on check or a notarized statement stating they know of the child applying for a passport. The fees are the same as the adult.

(Passport Book and Card are valid for 10 years for ages 16 through adult.)

Age under 16 - \$100.00 for a Passport Book, \$15.00 for Passport Card, or \$115.00 for both Book and Card. Check payable to US Department of State  
\$35.00 check payable to Wells County Recorder

Both parents or legal guardians must accompany the child when applying. Both parents or the legal guardians of the child must sign the application for the child in front of the passport acceptance agent.

If this is not possible, the single applying parent or legal guardian must show proof of sole custody (certified copy) or the consent of the second parent on a notarized Statement of Consent (Form DS-3053).

(Passport is valid for 5 years.)

### **Basic Requirements to accompany application:**

- 1 passport photo
- Certified copy of Birth Certificate
- Form of Identification - You may be asked to present more than one

### **Processing Time:**

Depends on the US Department of State Passport Agency circumstances and volume of applications they are working on; you are encouraged to check [travel.state.gov](https://travel.state.gov) to find the processing times and whether expedited service is warranted.

If overnight delivery is requested the following fees would apply and can only be done for a book:

- \$60.00 expedite fee plus
- Overnight delivery fee (current postal one-way rate) to mail application to the passport agency for a fee paid to the Wells County Recorder.
- Return Delivery Fee - for the passport from the Passport Agency to the applicant will be added to the passport fees (current rate).

**Please call to schedule for an appointment 701-547-3141**