

8

Steps to Apply for a Child's Passport



1



Complete and print a Form DS-11 using our Online Form Filler (print only, do not sign).

2



Find your child's original birth certificate or other evidence of U.S. citizenship.

3



Show Parental relationship (e.g. adoption decree or birth certificate).

4



Collect your ID and the ID for the child's other parent/legal guardian.

5



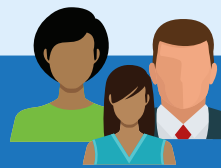
Make front and back photocopies of both the child's citizenship evidence and both your photo IDs.

6



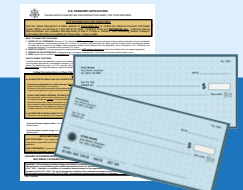
Find an acceptance facility at iafdb.travel.state.gov. You, your child, and other parent/legal guardian go to an acceptance facility.

7



Submit all original documents and photocopies to the acceptance facility. Both parents/guardians must approve your child having a passport.

8



Bring the completed, unsigned Form DS-11 and pay the fees for your child's passport. Make sure to bring 2 checks. Some (not all) facilities take photos.