



March 13, 2008

From the Office of the of the Regional Director Philadelphia Passport Agency

PROOF OF US CITIZENSHIP

The DS –11, Passport Application, states:

Section 1, Proof of US Citizenship, paragraph a., APPLICANTS BORN IN THE UNITED STATES, presently states that the birth certificate a passport applicant submits, "must include the applicant's full name, the full name of the applicant's parents, date and place of birth, sex, date the birth record was filed, and the seal or other certification of the official custodian of records."

The underlined portion above (the full name of the applicant's parents) does not apply to adults 16 years of age or older.

An adult (16 years of age or older) applying for a US passport using a DS-11, Application for a US Passport, can submit either a Short Form Birth Certificate or Long Form Birth Certificate as proof of U.S. citizenship.

NOTE: applicants subject to the two-parent consent requirement (minor under 16 years of age) must submit a Long Form Birth Certificate to establish the relationship of the parents/guardian(s).

A Long Form Birth Certificate (which reflects the full name of the applicant's parents) is required for all applicants under 16 years of age to establish the child's relationship to the parents/guardian(s).

Special Requirements For Children

As Directed By Public Law 106-113 and 22 CFR 51.28:

To submit a DS-11, Application For A U.S. Passport for a child under age 16 both parents or the child's legal guardian(s) must appear and present the following:

- Evidence of the Child's U.S. citizenship,
- Evidence of the child's relationship to parents/guardian(s), **AND**
- Parental/guardian identification.

If only one parent appears you must also submit one of the following:

- Second parent's notarized written statement consenting to passport issuance for the child,
- Primary evidence of sole authority to apply, **OR**
- A written statement (made under penalty of perjury) explaining the second parent's unavailability.

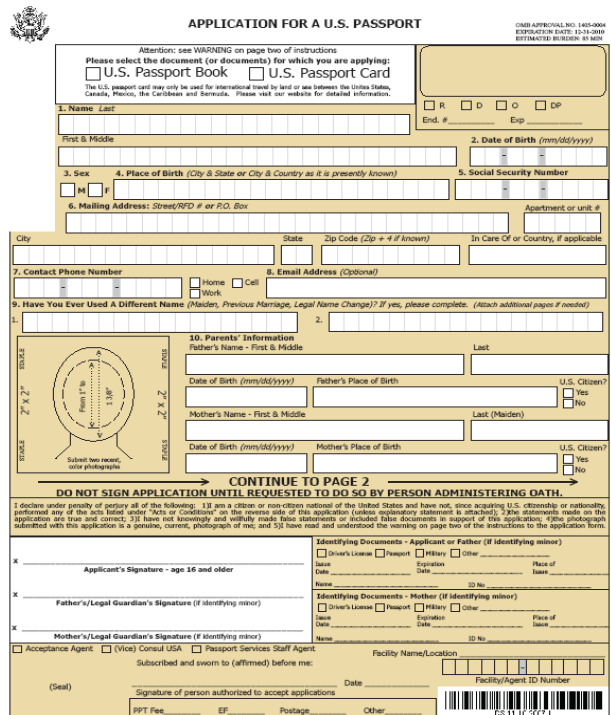
As Directed by regulation 22CFR 51.21 and 51.28:

Each minor child applying for a passport book and/or passport card must appear in person.

Passport Card or Passport?

When you are finished with the application and have collected the fees, please go back and check the top of the application where the applicant selected Passport Card or Passport. Please ensure that the selection matches the fees collected.

Otherwise, the inconsistency causes fee problems at the lockbox and delays the processing of the application at the agencies and centers.



The image shows the 'APPLICATION FOR A U.S. PASSPORT' form (DS-11). At the top, it asks the applicant to select between a 'U.S. Passport Book' and a 'U.S. Passport Card'. Below this, the form contains various fields for personal information: 1. Name (Last, First & Middle), 2. Date of Birth (mm/dd/yyyy), 3. Sex (M/F), 4. Place of Birth (City & State or City & Country as it is presently known), 5. Social Security Number, 6. Mailing Address (Street/RFD # or P.O. Box, Apartment or unit #, City, State, Zip Code (Zip + 4 if known), In Care Of or Country, if applicable), 7. Contact Phone Number (Home, Cell, Work), 8. Email Address (Optional), 9. Have You Ever Used A Different Name (Maiden, Previous Marriage, Legal Name Change)? If yes, please complete. (Attach additional pages if needed), 10. Parents' Information (Father's Name - First & Middle, Last, Date of Birth (mm/dd/yyyy), Father's Place of Birth, U.S. Citizen? Yes/No, Mother's Name - First & Middle, Last (Maiden), Date of Birth (mm/dd/yyyy), Mother's Place of Birth, U.S. Citizen? Yes/No). There is a diagram of a passport photo showing dimensions: 2" x 2" (width), 1.38" (height), and 1" (width of the face). Below the form, there are sections for signatures: Applicant's Signature - age 16 and older, Father's/Legal Guardian's Signature (if identifying minor), and Mother's/Legal Guardian's Signature (if identifying minor). There are also checkboxes for 'Acceptance Agent' (Vice Consul USA, Passport Services Staff Agent) and 'Subscribed and sworn to (affirmed) before me:'. The bottom of the form includes a barcode and the text 'Page 1 of 2'.