

# Apply for a Passport/Renew a Passport at the Russell Library/USPS® Passport Fair

Russell Library and the United States Postal Service® have teamed-up to offer you a convenient and time-saving opportunity.

**Saturday, May 20**

**10am - 2pm**

**Russell Library, Meeting Room 3**

**123 Broad Street, Middletown, CT 06457**

Documents needed for the passport fair:

## Application

- First-time applicants must complete form DS-11.
- Renewal applicants must complete form DS-82.
- **Evidence of Citizenship**
- First-time applicants must provide a certified birth certificate, a naturalization certificate or a consular report of birth abroad.
- Renewal applicants must provide their most recent passport.
- Photo copy of citizenship front and back single sided.
- **Two Forms of ID**
- Driver's license or state ID and work ID or student ID
- Passport-compliant photo
- Have a photo taken at the fair. Photo services will be available for \$15.
- **Payment**
  - **Checks or money orders only. No credit cards.**
  - **First-time applicants must bring two checks or money orders:**
- One check or money order for the passport application fee made payable to "U.S. Department of State"
- A second check or money order for the \$25 execution fee – add \$15 for a photo if applicable – made payable to "Postmaster"

Product	Form	Application Fee	Execution Fee
Passport Book	DS-11	\$110	\$25
Passport Card	DS-11	\$30	\$25
Passport Book & Card	DS-11	\$140	\$25

- **Renewal applicants must bring two checks or money orders:**
- One check or money order for the passport application fee made payable to "U.S. Department of State"
- A second check or money order for \$15 made payable to "Postmaster" for the optional passport photo

Product	Form	Application Fee
Passport Book	DS-82	\$110
Passport Card	DS-82	\$30
Passport Book & Card	DS-82	\$140

**\*Typical Processing Time for Passports is 4-6 Weeks\***

For questions regarding Passports please contact  
The National Passport information line at **1-877-487-2778**  
Or visit **Travel.State.Gov**



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POSTAL SERVICE**