



HUGH NGUYEN
ORANGE COUNTY CLERK-RECORDER

PASSPORT CHECKLIST

- Proof of U.S. Citizenship**
(certified copy of birth, citizenship or naturalization certificate, expired passport, etc.)
- Proof of Identity**
(Driver's License, Identification Card, Military ID, etc.)
Note: Minors ages 15 and under must submit copies of both parent's IDs
- Recent Passport Photographs in Color**
(taken within the last six months and 2"x 2" in size)
- Passport Fees**
(Please see reverse side for fees and payment requirements.)
- Social Security Number**
(The application requires the social security number only. We do not require to see the actual social security card)
- Expired Passport and Certified Copy of Birth Certificate**
(For minors who are 15 and under to obtain a new passport)

You will be using two forms of payment to pay for your passport.

- One check or money order to pay for all U.S. Department of State fees.
- A check, cash, money order, credit or debit card to pay for the processing fee and/or passport photos.

Appointments are highly recommended.

To find out which of our locations offers passport services or to make an appointment, please visit us at:

www.ocrecorder.com

