

**NAFSA: Association of
International Educators**

1307 New York Avenue NW
Eighth Floor
Washington, DC 20005-4701
Telephone: 1.202.737.3699
Fax: 1.202.737.3657
E-mail: inbox@nafsa.org
<http://www.nafsa.org>

April 25, 2011

Ms. Alexys Garcia
U.S. Department of State
2100 Pennsylvania Ave., NW. Room 3031
Washington, DC 2 0037

Via Email: GarciaAA@state.gov

Dear Ms. Garcia:

I write to you today on behalf of NAFSA: Association of International Educators to offer comments concerning the notice published at 76 Fed. Reg. 10421 (Feb. 24, 2011), in which the Department of State (the Department) proposes a burdensome new information collection instrument, Form DS-5513, Biographical Questionnaire for U.S. Passport. This form would be used in addition to the standard passport application Form DS-11.

We are concerned that the wording of the proposed form's questions and instructions, as well as the layout of the form, will have a chilling effect on U.S. students who wish to study abroad, and U.S. scholars who wish to engage in their academic field abroad, by discouraging them from applying for a U.S. passport.

NAFSA is the world's largest nonprofit association for international education professionals, with nearly 10,000 members at approximately 3,500 colleges and universities throughout the United States and around the world. Our membership includes professionals at U.S. higher education institutions that enroll and engage with significant numbers of U.S. students, professors, scientists, and researchers that regularly travel abroad to study and to further their field of endeavor. NAFSA is in a unique position to comment on regulations and policies regarding something as essential as eligibility for a U.S. passport because it directly impacts the ability of U.S. higher education to interact with the world.

We know that the Obama Administration is committed to constructive American engagement in the global community, to an economic recovery that enhances long-term economic competitiveness, and to robust scholarly and academic exchange. NAFSA shares these goals and is committed to helping the Administration achieve them. To that end, we make the following recommendations for ensuring the U.S. Passport process remains an effective tool for helping Americans engage with the world.

President and

Chair of the Board of Directors
Meredith M. McQuaid, JD
University of Minnesota

*Vice President for Education
and Professional Development*

Mary H. Reeves, PhD
Commission on English
Language Program Accreditation

Vice President for

Member Relations
Susan M. Thompson
University of Nevada, Las Vegas

Vice President for

Public Policy and Practice
Sherif Barsoum
Vanderbilt University

Treasurer

Peter M. Robinson
U.S. Council for
International Business

Secretary

Bonnie Bissonette
Northcentral Technical College

Executive Director and CEO

Marlene M. Johnson

1. Recommendations

The DS-11 already requests sufficient biographical information and provides sufficient instruction on documentary requirements to adjudicate the passport application. We realize that the burden of proof is upon the applicant to establish eligibility for a passport [22 CFR 51.40] and identity [22 CFR 52.23]. We also understand that the Department has discretion under the regulations to require an applicant to provide additional evidence to establish citizenship or identity. However, we believe that this discretion should be exercised only where warranted on a case-by-case basis, and not in the form of a general information collection instrument.

We therefore suggest that the Department withdraw its proposal for a Form DS-5513 supplemental questionnaire, or amend its proposal to address the concerns we outline in this letter. Specific recommendations for amending the form include:

1. Design and label the form as an optional,¹ personal worksheet,² meant to assist the applicant in assembling requested secondary or additional documentation.
2. Minimize confusion for the general public by distributing the form or worksheet only to individuals who are asked to submit additional secondary evidence of U.S. citizenship or identity, on a case-by-case basis.
3. Clearly establish, through instructions on the form or worksheet, that the applicant should feel free to respond only to the questions that are relevant to the specific situation of the individual.
4. Amend Section C to remove the question relating to birth in a medical facility, unless the regulation at 22 CFR 52.41(a) is amended after a notice and comment period.
5. Avoid the unnecessary collection of full lifetime residential, employment, and educational histories and information extraneous to the issue of the individual's identity or birth in the United States.

2. Background

An applicant for a U.S. passport must submit Form DS-11 and provide evidence of both U.S. citizenship and identity.

Evidence of U.S. Citizenship

Federal Regulations at 22 CFR Part 51 set forth the evidence an applicant for a U.S. passport must provide to establish U.S. citizenship or nationality and identity. Section 51.42 of that Part

¹ For example, U.S. Citizenship and Immigration Services (USCIS) has positioned its Form I-912, an optional form that can be used by an applicant requesting a fee waiver to present documentation supporting his or her request.

² We also note that the Department already appears to be sending a version of the proposed form as a "supplemental worksheet," to applicants whose documentation was not sufficient for passport purposes (see attachment).

establishes the parameters of evidence for “Persons born in the United States applying for a passport for the first time.”

§ 51.42 Persons born in the United States applying for a passport for the first time.

(a) *Primary evidence of birth in the United States.* A person born in the United States generally must submit a birth certificate. The birth certificate must show the full name of the applicant, the applicant's place and date of birth, the full name of the parent(s), and must be signed by the official custodian of birth records, bear the seal of the issuing office, and show a filing date within one year of the date of birth.

(b) *Secondary evidence of birth in the United States.* If the applicant cannot submit a birth certificate that meets the requirement of paragraph (a) of this section, he or she must submit secondary evidence sufficient to establish to the satisfaction of the Department that he or she was born in the United States. Secondary evidence includes but is not limited to hospital birth certificates, baptismal certificates, medical and school records, certificates of circumcision, other documentary evidence created shortly after birth but generally not more than 5 years after birth, and/or affidavits of persons having personal knowledge of the facts of the birth.

Instructions on the current passport application, Form DS-11 [Instruction Page 2 of 4] also contain a description of evidence that an applicant born in the United States may submit to establish U.S. citizenship or nationality.

Evidence of Identity

Section 51.23 of 22 CFR Part 51 establishes the parameters of evidence to establish the identity of the applicant:

§ 51.23 Identity of applicant.

(a) The applicant has the burden of establishing his or her identity.

(b) The applicant must establish his or her identity by the submission of a previous passport, other state, local, or federal government officially issued identification with photograph, or other identifying evidence which may include an affidavit of an identifying witness.

(c) The Department may require such additional evidence of identity as it deems necessary.

Instructions on the current passport application, Form DS-11 [Instruction Page 2 of 4] also contain a description of evidence that an applicant may submit to establish identity.

The Department has now proposed a new information collection, Form DS-5513, *Biographical Questionnaire for U.S. Passport*, that would be used to supplement the standard passport application Form DS-11.

3. The chilling effect of the proposed Form DS-5513

The instruction at the top of the proposed Form DS-5513 tells applicants to “please complete this form in its entirety.” Although perhaps the Department meant to standardize the collection of secondary evidence described at 22 CFR 51.42(b) or 51.23, the heading, instructions and layout of the form appear to require every applicant to complete *all* of the information on that form.

The regulation and the instructions on the standard Form DS-11 include a non-exclusive list of *suggestions* of what kinds of secondary evidence an applicant *might* consider submitting, if applicable. The proposed DS-5513, however, tells applicants to “complete this form in its entirety,” implying that failure to complete a question might result in a denial of the application for a passport. In other words, whereas the regulations present *suggestions* to help guide an applicant gather persuasive documentation, the wording and the layout of the proposed DS-5513 can be read to cast these items as *requirements*.

Although the last line of the “Privacy Act Statement” of the proposed form states that “Providing the information requested on this form, including your social security number, is voluntary,” it goes on to warn that “failure to provide the information requested may result in processing delays or the denial of your U.S. passport application.”

Applicants who receive this form will be faced with the burdensome task of having to collect information as diverse as circumcision records and mother’s place of residence one year before, at the time of, and one year after the applicant’s birth, as well as lifetime residence, employment and education histories. Many applicants, including first-time applicants desiring to participate in their first study abroad experience or take their first trip to visit our neighbors to the north or south, may simply decide that it is not worth obtaining a U.S. passport.

The Department has not indicated either in the Federal Register notice or the proposed information collection instrument how the proposed form would be used. The absence of clear instructions to the contrary, the wording and the layout of the proposed form make it appear that it must be completed by all passport applicants, not just applicants who must submit “secondary evidence” of birth in the United States under 22 CFR 52.41(b) because they cannot satisfy the “primary evidence” requirements of 22 CFR 52.41(a), or by applicants who must submit additional documentation of identity under 22 CFR 52.23.

The Department should modify the proposed form to include clear instructions about the form’s use, as well provide a form title that makes it clear that it is an optional supplemental worksheet, similar to the supplemental worksheet the Department currently uses (see attachment) when it needs additional documentation of U.S. citizenship or identity.

4. Section B of proposed Form DS-5513

Section B asks for redundant and immaterial information about the applicant's immediate family. First, it asks for information about the applicant's mother, father, and spouse, thus duplicating information which is already requested on the Form DS-11 passport application. It also asks for information about siblings, which is immaterial to determining the U.S. citizenship of the applicant him or herself. Although such information may be relevant to determining identity, the fact that the purpose of the form is not described may unnecessarily conflate these two evidentiary burdens.

5. Section C of proposed Form DS-5513

Section C asks if the applicant was born in a medical facility, and whether the birth was recorded within one year of the applicant's date of birth. If the answer is "no" to either of these questions, the applicant must respond to the detailed questions in the remainder of section C.

The question regarding registration of birth within one year of the birth is relevant, as it relates to a regulatory condition for the applicant's birth certificate to be recognized as "primary evidence" under 22 CFR 51.42(a).

The question regarding birth in a medical facility, however, should be removed from the form. 22 CFR 51.42 requires only that an applicant submit a birth certificate that meets the requirements of section 51.42(a)³, regardless of whether the applicant was born in a medical facility. If an applicant has a state-issued birth certificate that meets the requirements of section 51.42(a), it should be accepted as "primary evidence" of birth in the United States without having to provide "secondary evidence" of the type described in section 51.42(b). If the Department is interested in instituting a new regulatory requirement, it should go through the regulatory review process to do so.

The scope of the remaining questions in section C of the proposed form is astoundingly broad. While certain questions may assist certain individuals in assembling secondary evidence of their birth in the United States or identity, the instructions and layout of this part of the form suggest that an applicant who needs to complete this section must respond to *all* of the questions, relevant or not to the applicant's situation. Some questions, such as items 5-10 that request information about the applicant's mother, appear particularly intrusive or irrelevant, and should be removed from the form.

That said, for some questions it might also be an issue of how the questions are worded, or how the instructions (or lack of instructions) communicate the question, rather than the nature of the question itself. For example, the regulations and the current Form DS-11 indicate the applicant may submit "medical records" as secondary evidence of birth in the United States. There is conceivably a nexus between "medical records" and the information about pre- and post-natal

³ 22 CFR 51.42(a) requires birth certificates to "show the full name of the applicant, the applicant's place and date of birth, the full name of the parent(s), and must be signed by the official custodian of birth records, bear the seal of the issuing office, and show a filing date within one year of the date of birth."

care requested at item 9 of the proposed form, but if so, instructions on the form should establish this connection.

6. Sections D, E, and F of proposed Form DS-5513

Section D of proposed Form DS-5513 asks applicants to list “all of your residences inside and outside of the United States starting with your birth until the present,” including the dates of each residence. Section E asks for “all of your current and former places of employment in the United States and abroad,” and Section F asks for “all schools that you attended inside and outside of the United States.”

These sections request information and chronologies about occurrences so attenuated from the event of the individual’s birth in the United States that they may be considered irrelevant. Even to help establish identity, asking for full lifetime histories is excessive. Although the Department might have other duties wherein knowledge of an individual’s lifetime residential, employment, and educational histories would be helpful (for example, in a security clearance context), requiring applicants to provide their life history in support of a passport application is beyond the scope of and materiality to the Department’s passport issuing duties, and is contrary to general notions of privacy.

Here again, it might also be an issue of how the questions are worded, or how the questions are communicated to the applicant, rather than the nature of the question itself. For example, the regulations and the current Form DS-11 indicate the applicant may submit “educational records” as secondary evidence of birth in the United States. There is conceivably a nexus between “educational records” and the educational history requested at item 9 of the proposed form, but if so, instructions on the form should establish this connection, or the relevance to the particular evidentiary needs of the individual applicant.

Conclusion

Thank you again for the opportunity to comment on the proposed Form DS-5513. Specifically, we recommend labeling the form as an optional, personal worksheet; distributing the form only on a case-by-case basis, to those who are asked to submit more information to establish U.S. citizenship or identity; providing clear instructions; and removing unnecessary or overbroad questions. We hope that NAFSA’s perspective will help to improve the form’s instructions and use, and that we will be able to ensure that the passport application process continues to serve to increase Americans’ engagement with the world.

Sincerely,

Marlene M. Johnson
Executive Director & CEO

Attachments: Current Form DS-11; Proposed Form DS-5513; Current supplemental worksheet



U.S. Department of State

BIOGRAPHICAL QUESTIONNAIRE FOR A U.S. PASSPORT

OMB Approval No.: 1405-xxxx
Expires: xx-xx-xxxx
*Estimated Burden: 45 minutes

To better assist us in processing your application for a U.S. passport, please complete this form in its entirety and return it to the appropriate passport office. If the space provided is not sufficient to answer the questions below, please continue answering the questions on a separate piece of paper.

Section A: Biographical Information

1. Full Name: (First, Middle, Last)

2. Date of birth: / /
(month) (day) (year)

3. Social Security Number:

4. Place of birth (city, state, country):

Section B: Information about Your Family (living and deceased)

Relationship	Full Name	Place of Birth (City, State, Country)	Date of Birth	Is This Person a U.S. Citizen?
<i>Example</i>	<i>Example</i>	<i>Example</i>	<i>Example</i>	<i>Example</i>
<i>Brother</i>	<i>Joe Smith</i>	<i>Albany, NY, USA</i>	<i>12/25/1980</i>	<i>YES</i>
Father				
Stepfather				
Mother				
Stepmother				
Spouse				
Sibling				
Sibling				
Sibling				
Sibling				
Sibling				
Sibling				
Child				
Child				

Section C: Information for Non-Institutional Births or Delayed Birth Filings

If you were not born in the United States skip Items 5-12 and continue to Section D. If you were born in the United States, you must complete Items 5-12 if you answer "No" to either of the questions below.

Was your birth recorded within one year of the date your birth occurred? Yes No

Were you born in a medical facility? Yes No

5. List your mother's residence one year before your birth: _____
(Street Address) (City, State, Country)

6. List your mother's residence at the time of your birth: _____
(Street Address) (City, State, Country)

7. List your mother's residence one year after your birth: _____
(Street Address) (City, State, Country)

8. Mother's place of employment at the time of your birth:
Dates of employment: _____ Name of employer: _____
Address of employer: _____

9. Did your mother receive pre-natal or post-natal medical care? Yes No
Hospital or other facility: _____
Address: _____
Name of Doctor: _____
Dates of appointments: _____

10. What type of document, if any, did your mother use to enter into the United States before your birth?

11. Please describe the circumstances of your birth including the names (as well as address and phone number, if available) of persons present or in attendance at your birth:

12. Was there any religious or institutional recording of your birth or event occurring around the time of birth? (Example: baptism, circumcision, confirmation or other religious ceremony. Please provide details including the name, location of the institution, and date.)

Section D: Residences

Please list all of your residences inside and outside of the United States starting with your birth until the present.

Street	City	State	Zip Code	Country	Time of Residence
<i>Example</i>	<i>Example</i>	<i>Example</i>	<i>Example</i>	<i>Example</i>	<i>Example</i>
123 First St.	Houston	Texas	39408	USA	3/1990 to 6/2002

Section E: Employment

Please list all of your current and former places of employment in the United States and abroad.

Company Name	Address	City, State	Country	Time Employed	Supervisor	Telephone
<i>Example</i>	<i>Example</i>	<i>Example</i>	<i>Example</i>	<i>Example</i>	<i>Example</i>	<i>Example</i>
<i>ABC Industries</i>	<i>1001 Lone Star Drive</i>	<i>Houston, Texas</i>	<i>USA</i>	<i>2004-2008</i>	<i>John Smith</i>	<i>(316)555-1212</i>

Section F: Schools

Please list all schools that you attended inside and outside of the United States.

Name of School	Address	City	State	Country	Dates of School Attendance
<i>Example</i>	<i>Example</i>	<i>Example</i>	<i>Example</i>	<i>Example</i>	<i>Example</i>
<i>Sam Houston Elementary</i>	<i>800 West Elm St.</i>	<i>Houston</i>	<i>Texas</i>	<i>USA</i>	<i>8/1990 to 6/1994</i>

Section G: Oath and Signature

I declare under penalty of perjury that all responses contained in this document are true and correct, to the best of my knowledge.

I certify that the above statement is true.

Signature

Date

WARNING

False statements made knowingly and willfully in passport applications or in affidavits or other supporting documents submitted therewith are punishable by fine and/or imprisonment under the provisions of 18 U.S.C. 1001 and/or 18 U.S.C. 1542. Alteration or mutilation of a U.S. passport is punishable by fine and/or imprisonment under the provisions of 18 U.S.C. 1543. The use of a U.S. passport in violation of the restrictions contained therein or of the passport regulations is punishable by fine and/or imprisonment under the provisions of 18 U.S.C. 1544. All statements and documents submitted are subject to verification. Failure to provide the information requested on this form may result in the denial of a United States passport, related documents, or service to the individual seeking such passport, documents, or service.

PRIVACY ACT STATEMENT

AUTHORITIES: Collection of the information solicited on this form is authorized by Titles 8, 22, and 26 of the United States Code, and other applicable laws and regulations, including 22 USC 211a et seq.; 8 USC 1104; 26 USC 6039E, Section 236 of the Admiral James W. Nance and Meg Donovan Foreign Relations Authorization Act, Fiscal Years 2000 and 2001; Executive Order 11295 (August 5, 1966); and 22 CFR parts 50 and 51.

PURPOSE: The primary purpose for soliciting the information is to establish citizenship, identity, and entitlement to issuance of a U.S. passport.

ROUTINE USES: The information solicited on this form may be made available as a routine use to other government agencies and private contractors to assist the U.S. Department of State in adjudicating passport applications and requests for related services, and for law enforcement, fraud prevention, border security, counterterrorism, litigation activities, and administrative purposes. The information may be made available to foreign government agencies to fulfill passport control and immigration duties. The information may also be provided to foreign government agencies, international organizations and, in limited cases, private persons and organizations to investigate, prosecute, or otherwise address potential violations of law or to further the Secretary's responsibility for the protection of U.S. citizens and non-citizen nationals abroad. The information may be made available to the Department of Homeland Security and private employers for employment verification purposes. For a more detailed listing of the routine uses to which this information may be put see the Department of State's Prefatory Statement of Routine Uses relative to the Privacy Act (Public Notice 6290 of July 15, 2008) and the listing of routine users set forth in the System of Records Notices for Overseas Citizen Services Records (State-05) and Passport Records (State-26) published in the Federal Register.

Your social security numbers will be provided to the U.S. Department of Treasury and failure to provide it may subject you to a penalty, as described in the Federal Tax Law provision. It also may be used for identification verification for passport adjudication and in connection with debt collection, among other purposes as authorized and generally described in this section.

Providing the information requested on this form, including your social security number, is voluntary, but failure to provide the information requested may result in processing delays or the denial of your U.S. passport application.

PAPERWORK REDUCTION ACT STATEMENT

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time required for searching existing data sources, gathering the necessary data, providing the information and/or documents required, and reviewing the final collection. You do not have to supply this information unless this collection displays a currently valid OMB control number. If you have comments on the accuracy of this burden estimate and/or recommendations for reducing it, please send them to: A/GIS/DIR, Room 2400 SA-22, U.S. Department of State, Washington, DC 20520-2202.



APPLICATION FOR A U.S. PASSPORT

PLEASE DETACH AND RETAIN THIS INSTRUCTION SHEET FOR YOUR RECORDS

I applied: Place: _____

Date: _____

FOR INFORMATION, QUESTIONS, AND INQUIRIES:

Please visit our website at travel.state.gov. In addition, you may contact the National Passport Information Center (NPIC) toll-free at 1-877-487-2778 (TDD: 1-888-874-7793) or by email at NPIC@state.gov. Customer Service Representatives are available Monday-Friday 8:00a.m.-10:00p.m. Eastern Time (excluding federal holidays.) Automated information is available 24/7.

U.S. PASSPORTS, EITHER IN BOOK OR CARD FORMAT, ARE ISSUED ONLY TO U.S. CITIZENS OR NON-CITIZEN NATIONALS. EACH PERSON MUST OBTAIN HIS OR HER OWN PASSPORT BOOK OR PASSPORT CARD. THE PASSPORT CARD IS A U.S. PASSPORT ISSUED IN CARD FORMAT. LIKE THE TRADITIONAL PASSPORT BOOK, IT REFLECTS THE BEARER'S ORIGIN, IDENTITY, AND NATIONALITY AND IS SUBJECT TO EXISTING PASSPORT LAWS AND REGULATIONS. UNLIKE THE PASSPORT BOOK, THE PASSPORT CARD IS VALID ONLY FOR ENTRY TO THE UNITED STATES AT LAND BORDER CROSSINGS AND SEA PORTS OF ENTRY WHEN TRAVELING FROM CANADA, MEXICO, THE CARIBBEAN, AND BERMUDA. THE U.S. PASSPORT CARD IS NOT VALID FOR INTERNATIONAL AIR TRAVEL.

APPLICANTS WHO HAVE HAD A PREVIOUS U.S. PASSPORT BOOK AND/OR U.S. PASSPORT CARD

If your most recent passport book and/or passport card was issued less than 15 years ago and you were over 16 years old at the time of issuance, you may be eligible to use Form DS-82. To determine your eligibility, please visit travel.state.gov, or contact NPIC. Address any requests for the addition of visa pages to a passport agency or a U.S. consulate or embassy abroad. In advance of your departure, check for any visa requirements with consular officials of the countries you will be visiting.

SPECIAL REQUIREMENTS FOR CHILDREN

● **AS DIRECTED BY PUBLIC LAW 106-113 AND 22 CFR 51.28:**

To submit an application 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 or DS-3053 (Including the child's full name and date of birth) consenting to the passport issuance for the child. Statement can not be more than 3 months old and must come with a photocopy of the front and back side of the second parent's identification, OR
- Second parent's death certificate if second parent is deceased, OR
- Primary evidence of sole authority to apply, OR
- A written statement or DS-3053 (made under penalty of perjury) explaining in detail the second parent's unavailability.

● **AS DIRECTED BY REGULATION 22 CFR 51.21 AND 51.28:**

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

FAILURE TO PROVIDE INFORMATION REQUESTED ON THIS FORM, INCLUDING YOUR SOCIAL SECURITY NUMBER, MAY RESULT IN SIGNIFICANT PROCESSING DELAYS AND/OR THE DENIAL OF YOUR APPLICATION.

WHAT TO SUBMIT WITH THIS FORM:

1. **PROOF OF U.S. CITIZENSHIP** (Evidence of U.S. citizenship that is not damaged, altered, or forged will be returned to you.)
2. **PROOF OF IDENTITY** (You must present your original identification AND submit a photocopy of the front and back side with your passport application.)
3. **RECENT COLOR PHOTOGRAPH** (Photograph must meet passport requirements – full front view of the face and 2x2 inches in size.)
4. **FEES** (Please visit our website at travel.state.gov for current fees.)

See page 2 of the instructions for detailed information on the completion and submission of this form.

WHERE TO SUBMIT THIS FORM:

Please complete and submit this application in person to one of the following acceptance agents: a clerk of a federal or state court of record or a judge or clerk of a probate court accepting applications; a designated municipal or county official; a designated postal employee at an authorized post office; an agent at a passport agency (by appointment only); or a U.S. consulate official at a U.S. embassy or consulate, if abroad. To find your nearest acceptance facility, visit travel.state.gov or contact the National Passport Information Center.

WARNING: False statements made knowingly and willfully in passport applications, including affidavits or other documents submitted to support this application, are punishable by fine and/or imprisonment under U.S. law including the provisions of 18 USC 1001, 18 USC 1542, and/or 18 USC 1621. Alteration or mutilation of a passport issued pursuant to this application is punishable by fine and/or imprisonment under the provisions of 18 USC 1543. The use of a passport in violation of the restrictions contained herein or of the passport regulations is punishable by fine and/or imprisonment under 18 USC 1544. All statements and documents are subject to verification.

1. PROOF OF U.S. CITIZENSHIP

APPLICANTS BORN IN THE UNITED STATES: Submit a previous U.S. passport or certified birth certificate. Passports that are limited in validity will need to be supplemented by other evidence. A birth certificate must include your full name, date and place of birth, sex, date the birth record was filed, the seal or other certification of the official custodian of such records (state, country, or city/town office), and the full names of your parent(s).

- If the birth certificate was filed more than 1 year after the birth: It must be supported by evidence described in the next paragraph.
- If no birth record exists: Submit a registrar's notice to that effect. Also, submit a combination of the following evidence: an early baptismal or circumcision certificate, hospital birth record, early census, school, medical, or family Bible records, or newspapers or insurance files. Notarized affidavits of persons having knowledge of your birth may be submitted in addition to some of the records listed above. Evidence should include your given name and surname, date and/or place of birth, and the seal or other certification of the office (if customary) and the signature of the issuing official. Visit travel.state.gov for details.

APPLICANTS BORN OUTSIDE THE UNITED STATES: Submit a previous U.S. passport, Certificate of Naturalization, Certificate of Citizenship, Report of Birth Abroad, or evidence described below:

- If you Claim Citizenship through Naturalization of Parent(s): Submit the Certificate(s) of Naturalization of your parent(s), your foreign birth certificate (and official translation if the document is not in English), and proof of your admission to the United States for permanent residence.
- If you Claim Citizenship through Birth Abroad to One U.S. Citizen Parent: Submit a Consular Report of Birth (Form FS-240), Certification of Birth (Form DS-1350 or FS-545), or your foreign birth certificate (and official translation if the document is not in English), proof of citizenship of your parent, your parents' marriage certificate, and an affidavit showing all of your U.S. citizen parents' periods and places of residence/physical presence in the United States and abroad before your birth.
- If you Claim Citizenship through Birth Abroad to Two U.S. Citizen Parents: Submit a Consular Report of Birth (Form FS-240), Certification of Birth (Form DS-1350 or FS-545), or your foreign birth certificate (and official translation if the document is not in English), parents' marriage certificate, proof of your parents' citizenship, and an affidavit showing all of your U.S. citizen parents' periods and places of residence/physical presence in the United States and abroad before your birth.
- If you Claim Citizenship through Adoption by a U.S. Citizen Parent(s): Submit evidence of your permanent residence status, full and final adoption, and your U.S. citizen parent(s) evidence of legal and physical custody. (NOTE: Acquisition of U.S. citizenship for persons born abroad and adopted only applies if the applicant was born on or after 02/28/1983.)

ADDITIONAL EVIDENCE: You must establish your citizenship to the satisfaction of the acceptance agent and Passport Services. We may ask you to provide additional evidence to establish your claim to U.S. citizenship.

NOTE: You may receive your newly issued document and your returned citizenship evidence in two separate mailings. If you are applying for both a passport book and passport card, you may receive three separate mailings; one with your returned citizenship evidence; one with your newly issued passport book, and one with your newly issued passport card.

2. PROOF OF IDENTITY

You may submit items such as the following containing your signature AND a photograph that is a good likeness of you: previous or current U.S. passport book; previous or current U.S. passport card; driver's license (not temporary or learner's license); Certificate of Naturalization; Certificate of Citizenship; military identification; or federal, state, or municipal government employee identification card. Temporary or altered documents are not acceptable.

You must establish your identity to the satisfaction of the acceptance agent and Passport Services. We may ask you to provide additional evidence to establish your identity. If you have changed your name, please see travel.state.gov for instructions.

IF YOU CANNOT PROVIDE DOCUMENTARY EVIDENCE OF IDENTITY as stated above, you must appear with an IDENTIFYING WITNESS who is a U.S. citizen, non-citizen U.S. national, or permanent resident alien who has known you for at least 2 years. Your witness must prove his or her identity and complete and sign an Affidavit of Identifying Witness (Form DS-71) before the acceptance agent. You must also submit some identification of your own.

3. RECENT COLOR PHOTOGRAPH

Submit a color photograph of you alone, sufficiently recent to be a good likeness of you (taken within the last six months), and 2x2 inches in size. The image size measured from the bottom of your chin to the top of your head (including hair) should not be less than 1 inch and not more than 1 3/8 inches. The photograph must be color, clear, with a full front view of your face, and printed on thin paper with a plain light (white or off-white) background. The photograph must be taken in normal street attire, without a hat, head covering, or dark glasses unless a signed statement is submitted by the applicant verifying the item is worn daily for religious purposes or a signed doctor's statement is submitted verifying the item is used daily for medical purposes. Headphones, "bluetooth", or similar devices must not be worn in passport photographs. Any photographs retouched so that your appearance is changed are unacceptable. Snapshots, most vending machine prints, and magazine or full-length photographs are unacceptable. Digitized photos must meet the previously stated qualifications and will be accepted for use at the discretion of Passport Services. Visit our website at travel.state.gov for details and information.

4. FEES

● **If you are sixteen years of age or older:** Your passport will be valid for 10 years from the date of issue except where limited by the Secretary of State to a shorter period. (See information below about the additional cost for expedited service.)

● **If you are under sixteen years of age:** Your passport will be valid for 5 years from the date of issue except where limited by the Secretary of State to a shorter period. (see information below about the additional cost for expedited service.)

BY LAW, THE PASSPORT FEES ARE NON-REFUNDABLE. PLEASE VISIT OUR WEBSITE AT TRAVEL.STATE.GOV FOR CURRENT FEES.

● **The passport processing, execution, and security fees may be paid in any of the following forms:** Checks (personal, certified, or traveler's) with the applicant's full name and date of birth printed on the front; major credit card (Visa, Master Card, American Express, and Discover); bank draft or cashier's check; money order (U.S. Postal, international, currency exchange), or if abroad, the foreign currency equivalent, or a check drawn on a U.S. bank. All fees should be payable to the "Department of State" or if abroad, the appropriate U.S. embassy or U.S. consulate. When applying at a designated acceptance facility, the execution fee will be paid separately and should be made payable to the acceptance facility. NOTE: Some designated acceptance facilities do not accept credit cards as a form of payment.

● **For faster processing,** you may request expedited service. Please include the expedite fee in your payment. Our website contains updated information regarding fees and processing times for expedited service. Expedited service is available only in the United States.

● **If you desire OVERNIGHT DELIVERY SERVICE** for the return of your passport, please include the appropriate fee with your payment.

● An additional fee will be charged when, upon your request, the U.S. Department of State verifies issuance of a previous U.S. passport or Consular Report of Birth Abroad because you are unable to submit evidence of U.S. citizenship.

● **For applicants with U.S. government or military authorization for no-fee passports,** no fees are charged except the execution fee when applying at a designated acceptance facility.

NOTE REGARDING MAILING ADDRESSES: Passport Services will not mail a passport to a private address outside the United States. If you do not live at the address listed in the "mailing address" then you must put the name of the person and mark it as "In Care Of." If your mailing address changes prior to receipt of your new passport, please contact the National Passport Information Center.

If you choose to provide your email address in Item #6 on this application, Passport Services will use that information to contact you in the event there is a problem with your application or if you need to provide information to us.

FEDERAL TAX LAW

Section 6039E of the Internal Revenue Code (26 USC 6039E) requires you to provide your Social Security Number (SSN), if you have one, when you apply for a U.S. passport or renewal of a U.S. passport. If you have not been issued a SSN, enter zeros in box #5 of this form. If you are residing abroad, you must also provide the name of the foreign country in which you are residing. The Department of State must provide your SSN and foreign residence information to the Department of Treasury. If you fail to provide the information, you are subject to a \$500 penalty enforced by the IRS. All questions on this matter should be directed to the nearest IRS office.

NOTICE TO CUSTOMERS APPLYING OUTSIDE A STATE DEPARTMENT FACILITY

If you send us a check, it will be converted into an electronic funds transfer (EFT). This means we will copy your check and use the account information on it to electronically debit your account for the amount of the check. The debit from your account will usually occur within 24 hours and will be shown on your regular account statement.

You will not receive your original check back. We will destroy your original check, but we will keep the copy of it. If the EFT cannot be processed for technical reasons, you authorize us to process the copy in place of your original check. If the EFT cannot be completed because of insufficient funds, we may try to make the transfer up to two times and we will charge you a one-time fee of \$25, which we will also collect by EFT.

REMITTANCE OF FEES

Passport service fees are established by law and regulation (see 22 USC 214, 22 CFR 22.1, and 22 CFR 51.50-56) and are collected at the time you apply for the passport service. If the Department fails to receive full payment of the applicable fees because, for example, your check is returned for any reason or you dispute a passport fee charge to your credit card, the Department of State will take action to collect the delinquent fees from you under 22 CFR Part 34 and the Federal Claims Collection Standards (see 31 CFR Parts 900-904). In accordance with the Debt Collection Improvement Act (Pub.L. 104-134), if the fees remain unpaid after 180 days and no repayment arrangements have been made, the Department will refer the debt to the Department of Treasury for collection. Debt collection procedures used by Treasury may include referral of the debt to private collection agencies, reporting of the debt to credit bureaus, garnishment of private wages and administrative offset of the debt by reducing or withholding eligible federal payments (e.g. tax refunds, social security payments, federal retirement, etc.) by the amount of your debt, including any interest penalties or other costs incurred. In addition, non-payment of passport fees may result in the invalidation of your passport. An invalidated passport cannot be used for travel.

OTHER USES OF SOCIAL SECURITY NUMBERS

Your Social Security Number will be provided to Treasury, used in connection with debt collection and checked against lists of persons ineligible or potentially ineligible to receive a U.S. passport, among other authorized uses.

PAPERWORK REDUCTION STATEMENT

Public reporting burden for this collection of information is estimated to average 85 minutes per response, including the time required for searching existing data sources, gathering the necessary data, providing the information and/or documents required, and reviewing the final collection. You do not have to supply this information unless this collection displays a currently valid OMB control number. If you have comments on the accuracy of this burden estimate and/or recommendations for reducing it, please send them to: A/GIS/DIR, Room 2400 SA-22, U.S. Department of State, Washington, DC 20520-2202.

IMPORTANT NOTICE TO APPLICANTS WHO HAVE LOST OR HAD A PREVIOUS PASSPORT BOOK AND/OR PASSPORT CARD STOLEN

A United States citizen may not normally bear more than one valid or potentially valid U.S. passport book or more than one valid or potentially valid U.S. passport card at a time. Therefore, when a valid or potentially valid U.S. passport book or U.S. passport card cannot be presented with a new application, it is necessary to submit a Form DS-64, Statement Regarding a Lost or Stolen Passport. Your statement must detail why the previous U.S. passport book or U.S. passport card cannot be presented.

The information you provide regarding your lost or stolen U.S. passport book or passport card will be placed into our Consular Lost or Stolen Passport System. This system is designed to prevent the misuse of your lost or stolen U.S. passport book or passport card. Anyone using the passport book or passport card reported as lost or stolen may be detained upon entry into the United States. Should you locate the U.S. passport book or passport card reported lost or stolen at a later time, report it as found and submit it for cancellation. It has been invalidated. You may not use that passport book or passport card for travel.

PROTECT YOURSELF AGAINST IDENTITY THEFT! REPORT YOUR LOST OR STOLEN PASSPORT BOOK OR PASSPORT CARD!

For more information or to report your lost or stolen passport book or passport card by phone, call NPIC or visit our website at travel.state.gov.

ACTS OR CONDITIONS

(If any of the below-mentioned acts or conditions have been performed by or apply to the applicant, the portion which applies should be lined out, and a supplementary explanatory statement under oath (or affirmation) by the applicant should be attached and made a part of this application.) I have not, since acquiring United States citizenship/nationality, been naturalized as a citizen of a foreign state; taken an oath or made an affirmation or other formal declaration of allegiance to a foreign state; entered or served in the armed forces of a foreign state; accepted or performed the duties of any office, post, or employment under the government of a foreign state or political subdivision thereof; made a formal renunciation of nationality either in the United States, or before a diplomatic or consular officer of the United States in a foreign state; or been convicted by a court or court martial of competent jurisdiction of committing any act of treason against, or attempting by force to overthrow, or bearing arms against, the United States, or conspiring to overthrow, put down, or to destroy by force, the government of the United States.

Furthermore, I have not been convicted for a federal or state drug offense or convicted for "sex tourism" crimes statute and I am not the subject of an outstanding federal, state or local warrant of arrest for a felony; a criminal court order forbidding my departure from the United States; a subpoena received from the United States in a matter involving federal prosecution for, or grand jury investigation of, a felony.

PRIVACY ACT STATEMENT

AUTHORITIES: Collection of the information solicited on this form is authorized by Titles 8, 22, and 26 of the United States Code, and other applicable laws and regulations, including 22 USC 211a et seq.; 8 USC 1104; 26 USC 6039E, Section 236 of the Admiral James W. Nance and Meg Donovan Foreign Relations Authorization Act, Fiscal Years 2000 and 2001; Executive Order 11295 (August 5, 1966); and 22 CFR parts 50 and 51.

PURPOSE: The primary purpose for soliciting the information is to establish citizenship, identity, and entitlement to issuance of a U.S. passport.

ROUTINE USES: The information solicited on this form may be made available as a routine use to other government agencies and private contractors to assist the U.S. Department of State in adjudicating passport applications and requests for related services, and for law enforcement, fraud prevention, border security, counterterrorism, litigation activities, and administrative purposes. The information may be made available to foreign government agencies to fulfill passport control and immigration duties. The information may also be provided to foreign government agencies, international organizations and, in limited cases, private persons and organizations to investigate, prosecute, or otherwise address potential violations of law or to further the Secretary's responsibility for the protection of U.S. citizens and non-citizen nationals abroad. The information may be made available to the Department of Homeland Security and private employers for employment verification purposes. For a more detailed listing of the routine uses to which this information may be put see the Department of State's Prefatory Statement of Routine Uses relative to the Privacy Act (Public Notice 6290 of July 15, 2008) and the listing of routine users set forth in the System of Records Notices for Overseas Citizen Services Records (State-05) and Passport Records (State-26) published in the Federal Register.

Your social security numbers will be provided to the U.S. Department of Treasury and failure to provide it may subject you to a penalty, as described in the Federal Tax Law provision. It also may be used for identification verification for passport adjudication and in connection with debt collection, among other purposes as authorized and generally described in this section. Providing your social security number and other information requested on this form otherwise is voluntary, but failure to provide the information requested on this form may result in processing delays or the denial of your U.S. passport application.


CONSEQUENCES OF FAILURE TO PROVIDE INFORMATION: Failure to provide the information requested on this form may result in Passport Services' refusal to accept your application or result in the denial of a U.S. passport.

ELECTRONIC PASSPORT STATEMENT

The Department of State now issues a type of passport book containing an embedded electronic chip and called an "Electronic Passport". The electronic passport book continues to be proof of the bearer's United States citizenship/nationality and identity, and looks and functions in the same way as a passport without a chip. The addition of an electronic chip in the back cover enables the passport book to carry a duplicate electronic copy of all information from the data page. The electronic passport book is usable at all ports-of-entry, including those that do not yet have electronic chip readers.

Use of the electronic format provides the traveler the additional security protections inherent in chip technology. Moreover, when used at ports-of-entry equipped with electronic chip readers, the electronic passport book provides for faster clearance through some of the port-of-entry processes.

The electronic passport book does not require special handling or treatment, but like previous versions should be protected from extreme heat, bending, and from immersion in water. The electronic chip must be read using specially formatted readers, which protects the data on the chip from unauthorized reading.

The cover of the electronic passport book is printed with a special symbol representing the embedded chip. The symbol  will appear in port-of-entry areas where the electronic passport book can be read.

NOTICE TO APPLICANTS FOR OFFICIAL, DIPLOMATIC, OR NO-FEE PASSPORTS

You may use this application if you meet all of the provisions listed on Instruction Page 2, however you must CONSULT YOUR SPONSORING AGENCY FOR INSTRUCTIONS ON PROPER ROUTING PROCEDURES BEFORE FORWARDING THIS APPLICATION. Your completed passport will be released to your sponsoring agency for forwarding to you.



APPLICATION FOR A U.S. PASSPORT

Please Print Legibly Using Black Ink Only

OMB APPROVAL NO. 1405-0004
EXPIRATION DATE: 12-31-2013
ESTIMATED BURDEN: 85 MIN

Attention: Read WARNING on page 1 of instructions

Please select the document(s) for which you are applying:

U.S. Passport Book U.S. Passport Card Both

The U.S. passport card is **not** valid for international air travel. For more information see page 1 of instructions.

28 Page Book (Standard) 52 Page Book (Non-Standard)

Note: The 52 page option is for those who frequently travel abroad during the passport validity period and is recommended for applicants who have previously required the addition of visa pages.

1. Name Last

First

Middle

D O DP DOTS Code _____
End. # _____ Exp. _____

2. Date of Birth (mm/dd/yyyy)

3. Sex
M F

4. Place of Birth (City & State if in the U.S., or City & Country as it is presently known.)

5. Social Security Number

6. Email Address (e.g. my_email@domain.com)

7. Primary Contact Phone Number

8. Mailing Address: Line 1: Street/RFD#, P.O. Box, or URB.

Address Line 2: Clearly label Apartment, Company, Suite, Unit, Building, Floor, In Care Of or Attention if applicable. (e.g. In Care Of - Jane Doe, Apt # 100)

City

State

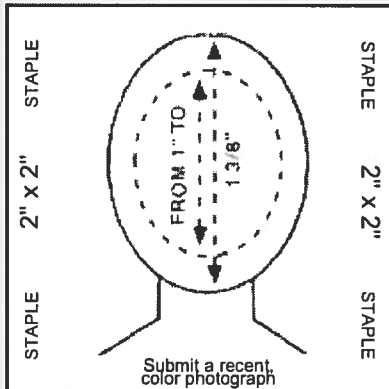
Zip Code

Country, if outside the United States

9. List all other names you have used. (Examples: Birth Name, Maiden, Previous Marriage, Legal Name Change. Attach additional pages if needed)

A.

B.



10. Parental Information

Mother/Father/Parent - First & Middle Name

Last Name (at Parent's Birth)

Date of Birth (mm/dd/yyyy)

Place of Birth

Sex U.S. Citizen?

Male Yes
 Female No

Mother/Father/Parent - First & Middle Name

Last Name (at Parent's Birth)

Date of Birth (mm/dd/yyyy)

Place of Birth

Sex U.S. Citizen?

Male Yes
 Female No

CONTINUE TO PAGE 2

DO NOT SIGN APPLICATION UNTIL REQUESTED TO DO SO BY AUTHORIZED AGENT

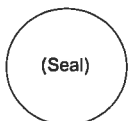
I declare under penalty of perjury all of the following: 1) I am a citizen or non-citizen national of the United States and have not, since acquiring U.S. citizenship or nationality, performed any of the acts listed under "Acts or Conditions" on the reverse side of this application (unless explanatory statement is attached); 2) the statements made on the application are true and correct; 3) I have not knowingly and willfully made false statements or included false documents in support of this application; 4) the photograph submitted with this application is a genuine, current photograph of me; and 5) I have read and understood the warning on page one of the instructions to the application form.

x _____
Applicant's Legal Signature - age 16 and older

x _____
Mother/Father/Parent/Legal Guardian's Signature (if identifying minor)

x _____
Mother/Father/Parent/Legal Guardian's Signature (if identifying minor)

Acceptance Agent (Vice) Consul USA Passport Staff Agent



Facility Name/Location

Signature of person authorized to accept applications

Date

Facility ID Number

Agent ID Number

For Issuing Office Only → Bk _____ Card _____ Execution _____ EF _____ Postage _____ Other _____



* DS 11 C 12 2010 1 *

Name of Applicant (Last, First & Middle) _____ Date of Birth (mm/dd/yyyy) _____

11. Height _____ 12. Hair Color _____ 13. Eye Color _____ 14. Occupation (if age 16 or older) _____ 15. Employer or School (if applicable) _____

16. Additional Contact Phone Numbers

Home Work Cell _____ Home Work Cell _____

17. Permanent Address - If P.O. Box is listed under Mailing Address or if residence is different from Mailing Address.

Street/RFD # or URB (No P.O. Box) _____ Apartment/Unit _____

City _____ State _____ Zip Code _____

18. Emergency Contact - Provide the information of a person not traveling with you to be contacted in the event of an emergency.

Name _____ Address: Street/RFD # or P.O. Box _____ Apartment/Unit _____

City _____ State _____ Zip Code _____ Phone Number _____ Relationship _____

19. Travel Plans

Date of Trip (mm/dd/yyyy) _____ Duration of Trip _____ Countries to be Visited _____

20. Have you ever been married? Yes No If yes, complete the remaining items in #20.

Full Name of Current Spouse or Most Recent Spouse _____ Date of Birth (mm/dd/yyyy) _____ Place of Birth _____ U.S. Citizen? Yes No

Date of Marriage (mm/dd/yyyy) _____ Have you ever been widowed or divorced? Yes No Date (mm/dd/yyyy) _____

21. Have you ever applied for or been issued a U.S. Passport Book? Yes No If yes, complete the remaining items in #21

Name as printed on your most recent passport book _____ Most recent passport book number _____

Status of your most recent passport book _____ Date most recent passport book was issued or approximate date you applied (mm/dd/yyyy) _____

Submitting with application Stolen Lost In my possession (if expired)

22. Have you ever applied for or been issued a U.S. Passport Card? Yes No If yes, complete the remaining items in #22

Name as printed on your most recent passport card _____ Most recent passport card number _____

Status of your most recent passport card _____ Date most recent passport card was issued or approximate date you applied (mm/dd/yyyy) _____

Submitting with application Stolen Lost In my possession (if expired)

PLEASE DO NOT WRITE BELOW THIS LINE

FOR ISSUING OFFICE ONLY

Sole Parent

Name as it appears on citizenship evidence _____

Birth Certificate SR CR City Filed: _____ Issued: _____

Report of Birth 240 545 1350 Filed/City: _____


Nat. / Citz. Cert. Date/Place Acquired: _____ A# _____

Passport C/R S/R Per PIERS #DOI: _____

Other: _____

Attached: _____

P/C of ID DS-3053 DS-64 Bio Quest Citz W/S DS-10 DS-86 DS-71 DS-60



* DS 11 C 12 2010 2 *



United States Department of State
Connecticut Passport Agency
50 Washington Street, 1st Floor
Norwalk, CT 06854

2011

RE:

Dear

Thank you for your recent passport application. However, we need your help in providing additional documentation to further establish your identity.

Unfortunately, the identification you provided is not sufficient for passport purposes.

Please complete, sign and date the enclosed supplemental sheet and submit it together with **photocopies** of at least five (5) personal documents to help confirm your identity (see enclosed list of examples). Please submit identification showing either **name/photo (with issue date) or name/ signature (with issue date)**.

If we do not receive the requested information within ninety (90) days or the information you submit is insufficient to establish your entitlement to a U.S. passport in accordance with the relevant provisions of Part 51 of Title 22 of the Code of Federal Regulations, your application will be denied and your evidence returned to you. Any special return postage will be returned or refunded.

Please return this letter with your reply.

Sincerely,

Customer Service Department

If you have any questions regarding this letter or your passport application, contact the National Passport Information Center (NPIC), toll-free, at 1-877-487-2778 (TTY/TDD: 1-888-874-7793). For general passport information, or to check the status of your passport application, please visit us on-line at travel.state.gov.

Enclosure(s):
Supplemental Identification List
Supplemental Information Sheet



**United States Department of State
Bureau of Consular Affairs
Passport Services**

Personal Identification List

In order to help establish your identity for passport purposes, please submit **photocopies** of a **combination** of personal documents and public records that have been issued over a period of time. Documents that include your photograph, signature and/or physical description are particularly helpful. The following items have been helpful in the past with other passport applications. However, you may submit any other document in your possession that has a **date with name/signature or name/photo** for consideration.

RECORDS WITH PHOTOGRAPH (VALID or EXPIRED)

- Driver's license
- School yearbook photograph with your name and photo, also with school's name and year that it was issued
- U.S. Passports
- Newspaper/Magazine articles (with your photo & name, news paper's name & date)

RECORDS WITH EITHER PHOTOGRAPH OR SIGNATURE (must have a date)

- Employment identification card
- Professional license (ex. nurse, pilot, mechanic, etc)
- Federal, State or Municipal identification card
- Military identification
- Student identification card

SIGNED IDENTIFICATION ITEMS (Should have your legal signature and date)

- Military records such as DD-214
- Selective Service registration card
- Union membership (bearing name/signature or name/photo and issuance date)
- Medicare/health insurance card
- Welfare card
- Marriage certificates
- Medical records
- Voter's registration card
- Children's birth certificates
- Social Security card
- Traffic ticket

If you were raised abroad you may also submit*:

- Original foreign school records with name, photo and date
- Original foreign passports
- Copy of foreign driver's license (valid or expired)
- Foreign government issued identification, such as voter's registration cards or national identification cards.

*If in a language other than English, please provide an official translation.

SUPPLEMENTAL WORKSHEET

To better assist us in the processing of your recent application for a United States passport, please complete this form in its entirety and return it to this office for processing. If additional space is needed in any section of this form, please use a blank piece of paper as a continuation sheet. **Failure to complete this form in detail may further delay the processing of your application for a United States passport.**

Para asistirnos en el proceso de su solicitud mas reciente para un pasaporte de los Estados Unidos, por favor de llenar por completo este formulario y regréselo a esta oficina. Si necesita mas espacio en cualquier sección de este formulario, puede escribir la información en otra hoja aparte y añadirla a este formulario. **El no llenar por completo este formulario puede demorar aun más la aprobación de su solicitud para un pasaporte de los Estados Unidos.**

Your Full Name

Su Nombre Completo: _____

Your Date of Birth:

Su Fecha de Nacimiento: _____ / _____ / _____
(Month/Mes) (Day/Día) (Year/Año)

Your Social Security Number:

Su Número de Seguro Social: _____ - _____ - _____

Your Place of Birth:

Lugar de Nacimiento: _____ / _____ / _____
(City/Ciudad) (State/Estado) (Country/País)

Your Current Home Address/Su Dirección:

_____ / _____ / _____ / _____
(Street/Calle) (City/Ciudad) (State/Estado) (Zip Code/Código Postal)

Your Contact Telephone Numbers/Números de Teléfono

_____ / _____ / _____
(Home Phone/Casa) (Work Phone/Trabajo) (Cell Phone /Celular)

When did you leave the United States?

Cuando salió de los Estados Unidos? _____ / _____
(Month/Mes) (Year/Año)

When did you return to the United States?

Cuando regresó a los Estados Unidos? _____ / _____
(Month/Mes) (Year/Año)

Where and when were you baptized?

Dónde y cuándo fue bautizado? _____ / _____
(Month/Mes) (Year/Año)

_____ / _____ / _____ / _____
(Name of church/Nombre de la iglesia) (City/Ciudad) (State/Estado) (Country/País)

Residences/Domicilios:

Please list all of your **former** residences ***inside and outside*** of the United States. If additional space is needed, please use a blank sheet of paper as a continuation sheet. It is extremely important that you list *all* of your former residences inside and outside of the United States.

Favor de incluir una lista de domicilios donde ha vivido, **dentro y fuera** de los Estados Unidos. Si necesita más espacio, use otra hoja de papel. Es extremadamente importante que incluya **todos** los domicilios donde ha vivido dentro y fuera de los Estados Unidos.

Street/ Calle	City/ Ciudad	State/ Estado	Zip Code/ Código Postal	Country/ País	Time of Residence/ Tiempo de Residencia
(Example) (Ejemplo) <i>123 Main St</i>	(Example) (Ejemplo) <i>Houston</i>	(Example) (Ejemplo) <i>Texas</i>	(Example) (Ejemplo) <i>39408</i>	(Example) (Ejemplo) <i>USA</i>	(Example) (Ejemplo) <i>March 1990 To June 2002</i>

Please use a blank piece of paper as a continuation sheet, if additional space is needed.
Favor de usar otra página si necesita más espacio.

Employment/Empleo:

Please list all of your current and former places of employment. If additional space is needed, please use a blank sheet of paper as a continuation sheet.

Favor de incluir una lista de lugares de empleo. Incluya su empleo actual y pasado. Si necesita más espacio, añada otra hoja al formulario.

Name of Employer/ Nombre del Empleador	Address of this Employer/ Dirección	City located Ciudad	State Located Estado	Country located País	Year(s) Employed Años Empleado	Name of Supervisor Nombre del Supervisor	Telephone Number Número de Teléfono
(Example) (Ejemplo) <i>ABC Industries</i>	(Example) (Ejemplo) <i>10001 Lone Star Drive</i>	(Example) (Ejemplo) <i>Houston</i>	(Example) (Ejemplo) <i>TX</i>	(Example) (Ejemplo) <i>USA</i>	(Example) (Ejemplo) <i>1999- 2001</i>	(Example) (Ejemplo) <i>Ms. Hall</i>	(Example) (Ejemplo) <i>316-555- 1212</i>

Please use a blank piece of paper as a continuation sheet, if additional space is needed.
Favor de usar otra página si necesita más espacio.

Family/Familia:

Relationship (Relación)	Full Name (Nombre Completo)	Place of Birth City & State (Lugar de Nacimiento)	Date of Birth (Fecha de Nacimiento)	Is this family member a United States Citizen? Es esta persona ciudadano de los Estados Unidos?
(Example) (Ejemplo) Brother/ Hermano	(Example) (Ejemplo) <i>John Q. Public</i>	(Example) (Ejemplo) <i>Albany New York</i>	(Example) (Ejemplo) <i>December 25, 1980</i>	(Example) (Ejemplo) YES
Father/ Padre				
Mother/ Madre				
Spouse/ Esposo(a)				
Ex-Spouse/ Ex-Esposo(a)				
Brother/ Hermano				
Brother/ Hermano				
Sister/ Hermana				
Sister/ Hermana				

Please use a blank piece of paper as a continuation sheet, if additional space is needed.
Favor de usar otra página si necesita más espacio.

Schools/Escuelas:

Please complete the school data requested below. It is extremely important that you list all schools that you have attended *inside and outside* of the United States.

Favor de completar los datos escolares que se piden abajo. Es extremadamente importante que incluya los nombres de todas las escuelas a las que haya asistido, **dentro y fuera** de los Estados Unidos. Si necesita más espacio, use otra hoja de papel.

Name of School/ Nombre de Escuela	Address of this School/ Dirección	City/ Ciudad	State/ Estado	Country/ País	What Year(s) did you attend this school?/ En que año(s) asistió a ésta escuela?
(Example) (Ejemplo) <i>Sam Houston Elementary</i>	(Example) (Ejemplo) <i>800 West Elm St</i>	(Example) (Ejemplo) <i>Houston</i>	(Example) (Ejemplo) <i>Texas</i>	(Example) (Ejemplo) <i>USA</i>	(Example) (Ejemplo) <i>August 1990</i> To <i>June 1994</i>

I declare under penalty of perjury that I am a United States citizen (or a non-citizen United States national) and have not, since acquiring United States citizenship (or United States nationality), performed any expatriating acts that have caused me to lose my U.S. citizenship (or nationality). I further declare that all responses contained in this document are true and correct, to the best of my knowledge.

Yo declaro bajo pena de perjurio que soy ciudadano (o un no-ciudadano nacional) de los Estados Unidos y que, desde que adquirí la ciudadanía (o nacionalidad) de los Estados Unidos, no he realizado ningún acto de expatriación que me haya hecho perder mi ciudadanía (o nacionalidad) de los Estados Unidos. Además declaro, que todas las respuestas contenidas en este documento son verdaderas y correctas, según mi conocimiento y entender.

Signature/Firma

Date/Fecha