



What You Need To Apply for A Passport

**Hawaii State library Walk-in Passport Service Hours:
Monday-Friday 10 AM-1 PM • Saturday 9 AM-12 PM**

- All applicants must appear in person!
- Children under age 16 must be accompanied by both parents with ID.
- Minors age 16 and 17 must appear with one parent with ID.

■ Form DS-11	Completed in black ink and not signed						
■ Proof of U.S. Citizenship	Original Birth Certificate, Naturalization Certificate, Consular Report of Birth Abroad, Old (undamaged, full-term) U.S. Passport						
■ Proof of Identification	Hawaii Driver's License or State ID. If the ID is out-of-state, an additional ID must be provided.						
■ Passport Photo	One 2"x2" color photo with a white background; No eye glasses; No uniform or headgear. Sam's Club, Walmart, CVS, Walgreens and FedEx offer photo services.						
■ Processing Fee \$35.00 per applicant	Check or money order payable to: Director of Finance – State of Hawaii						
■ Passport Fees:	Check or money order only! Payable to: U.S. Department of State						
Passport Book	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Adult</td> <td style="width: 65%;">Age 16 and older</td> <td style="width: 20%; text-align: right;">\$110.00</td> </tr> <tr> <td>Child</td> <td>Age 15 and under</td> <td style="text-align: right;">\$80.00</td> </tr> </table>	Adult	Age 16 and older	\$110.00	Child	Age 15 and under	\$80.00
Adult	Age 16 and older	\$110.00					
Child	Age 15 and under	\$80.00					
Passport Card	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Adult</td> <td style="width: 65%;">Age 16 and older</td> <td style="width: 20%; text-align: right;">\$30.00</td> </tr> <tr> <td>Child</td> <td>Age 15 and under</td> <td style="text-align: right;">\$15.00</td> </tr> </table>	Adult	Age 16 and older	\$30.00	Child	Age 15 and under	\$15.00
Adult	Age 16 and older	\$30.00					
Child	Age 15 and under	\$15.00					
Expedited Service	Additional \$60.00						
Processing Time	Routine Service: 4 to 6 weeks Expedited Service: 2 to 3 weeks						