Checklist for Passport Applications

WHAT TO BRING:

* ID - Virginia driver’s license, or military ID (original and a copy)
* Proof of Citizenship - Original birth certificate (and a copy)
* Proof of Name Change - Original marriage certificate or court order (and a copy)
* Recent Passport Photo
* Payment - Must have a check, money order or cashier’s check payable to
  U.S. Department of State for $110 (standard adult fee) or $80 (standard minor fee) for each applicant and cash or check payable to The Petersburg Library Foundation for $35 per applicant.

Please read and follow all instructions on application form (use black ink and Do Not Use Whiteout)

Please fill out paperwork before appointment or arrive 15 minutes early.

Please call if you need to cancel or reschedule your appointment.
Late arrivals (15 minutes) may need to reschedule.

Renewals: We do not process renewals but will look them over.
Review of a renewal application requires an appointment and is no charge.

To make an appointment,
visit the Petersburg Public Library Customer Service Desk:
201 W. Washington St. Petersburg VA 23803
(804) 733-2387