

# PASSPORT SERVICES



## SERVICE BY APPOINTMENT *ONLY*

Tuesday - Friday 5:00 - 7:00pm

Saturdays (1st, 2nd, 4th & 5th) 10:00am - 4:00pm

For information please call 631-734-6360

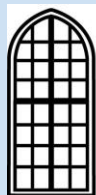
Apply in person if **ANY** of the following is true:

- You have never been issued a U.S. Passport;
- You were under the age of 16 when your last passport was issued;
- Your most recent U.S. Passport was issued more the 15 years ago.;
- Your most recent passport have been lost/stolen;
- Your name has changed since your previous passport was issued and you are unable to legally show the changed name.

## PASSPORT SERVICES

Service	Fee
Adult Passport	\$130.00
Adult Card	\$30.00
Child Passport	\$100.00
Child Card	\$15.00
Expedite Fee	\$60.00
Application Processing Fee	\$35.00
Photo	\$15.00

- The Library does not accept credit/debt card
- Fees paid to the U.S. Department of State must be by check or money order
- Fees paid to the Library must be paid with cash or check
- All fees are set by the Department of State



**CUTCHOGUE  
NEW SUFFOLK  
FREE LIBRARY**  
OPEN FOR NEW IDEAS

Cutchogue New Suffolk Free Library  
27550 Main Road  
Cutchogue, NY 11935  
631-734-6360  
[www.cutchoguelibrary.org](http://www.cutchoguelibrary.org)

## **FOR YOUR APPOINTMENT, PLEASE BRING WITH YOU:**

1. Original proof of citizenship:  
(original or certified copy of birth certificate, naturalization certificate).
2. Acceptable form of ID:  
(driver's license, existing passport, military ID, or other current government ID).
3. Photocopy of the front and back of the citizenship documentation and form of ID.
4. Current passport photo:  
(if you do not have one, the Library can provide one).
5. Payment for the application in the form of a check made out to the U.S. Department of State (\$130 for adult, \$100 for minors).
6. Payment for the processing fee in the form of a check or cash made out to the Cutchogue New Suffolk Free Library (\$35).
7. Payment for the photo in the form of check or cash made out to the Cutchogue New Suffolk Free Library (\$15). Not required to take photo at the Library.

\*Regular passports are returned in approximately 8-11 weeks

\*Expedited passports are returned in approximately 5-7 weeks