

QUICK TIPS FOR OBTAINING A PASSPORT:

- ⇒ New Passport Applicants need to submit the DS-11 Form.
- ⇒ Passport Renewal Applicants need to submit the DS-82 Form.
- ⇒ If you are not a KS resident, you will need 2 forms of ID-- Driver's License and Student ID will work.
- ⇒ If you are a KS resident, you only need to provide your KS Driver's License + a copy.
- ⇒ All applicants must provide their "original" birth certificate when submitting their application + a copy.
- ⇒ All applicants must provide a "copy" of their original birth certificate and Driver's License. If you do not, you will be charged \$1.00 per copy.
- ⇒ It is highly suggested that you obtain your Passport Photos at Walmart or Walgreens due to the photo requirements. Photos that do not meet the size, color, and paper guidelines will not be accepted.
- ⇒ Fillable applications are available online and can be printed.

ELLIS COUNTY CLERK

<https://www.elliscounty.net/93/Clerk>

UNITED STATES DEPARTMENT OF STATE

<https://travel.state.gov/content/travel/en/passports/how-apply/forms.html>