

City of Artesia

18747 Clarkdale Avenue

Artesia, CA 90701

(562) 865-6262

APPLY FOR YOUR PASSPORT AT CITY HALL

U.S. PASSPORT BOOK			
<i>ADULTS- 10 year Passport</i> <i>MINORS- 5 year Passport</i>	Passport Fee paid to: <i>U.S. Department of State</i> (ONLY CHECK OR MONEY ORDER)	Execution Fee paid to: <i>City of Artesia</i> (Check, Money Order or Cash)	Total Fee
ADULTS First Time (age 16 and over)	\$110.00	\$25.00	\$135.00
MINORS (under age 15)	\$80.00	\$25.00	\$105.00

U.S. PASSPORT CARD			
	Passport Fee paid to: <i>U.S. Department of State</i> (ONLY CHECK OR MONEY ORDER)	Passport Fee paid to: <i>City of Artesia</i> (Check, Money Order or Cash)	Total Fee
ADULTS First Time (age 16 and over)	\$30.00	\$25.00	\$55.00
MINORS (under age 15)	\$15.00	\$25.00	\$40.00

OPTIONAL SERVICES	
EXPEDITE PROCESSING (<i>Between 2-3 weeks</i>) Paid to the <i>Department of State</i>	\$60.00
PASSPORT PHOTOS Paid to the <i>City of Artesia</i>	\$10.00

When coming to this facility you will need to bring the following:

- Valid government-issued identification, such as a Driver's License. A photocopy of the front and back of the identification must be submitted.
- Original Proof of U.S. Citizenship: Birth Certificate or Naturalization Certificate. A photocopy of the proof of citizenship must be submitted.
(Please note: Abstract Birth Certificates or Hospital Birth Certificates are not acceptable)
- One recent 2"x2" color photo, full faced with plain white or off-white background

Routine Passport may take up to 6 weeks to process. If you need one sooner, you may pay additional fee to expedite the process and receive passport in 3 weeks.

Passport services are by appointment only.

Monday – Friday 8:30 – 11:00a.m.