USE OF THIS FORM

Passport applications for minors under the age of 16 require both custodial parents/legal guardians’ signatures unless a notarized, written statement of consent from the non-applying custodial parent/legal guardian is provided.

If you have a current court order reflecting full/sole custody or granting permission to obtain a passport, it is likely you will not need to fill out this form. Court orders must be submitted with the minor's passport application.

Use this form only if the notarized, written consent of a parent or legal guardian with custody of the minor applicant under 16 cannot be obtained. Your statement in the form must explain the reason why you cannot obtain the notarized statement of consent. You must justify that there are exigent or special family circumstances that make two parent/guardian consent unobtainable. Please note completion of this form does not guarantee passport issuance.

Your request may qualify as a special family circumstance if the minor's family situation makes it exceptionally difficult or impossible for one or both of the minor's custodial parents/legal guardians to provide the notarized, written consent.

1. Please complete the questions on this form to the best of your knowledge. Generally, the more information you are able to provide, the faster we may be able to process your minor child's U.S. passport application. For example, if you are unsure of an exact address, please provide the city, state, or street name if you can recall them. Passport Services will consider all the information derived from the form in its entirety.

2. If you need more space to respond to a question, please write the rest of your response on a separate sheet of paper.


For passport and travel information, please visit our website at travel.state.gov. In addition, contact the National Passport Information Center (NPIC) toll-free at 1-877-487-2776 (TDD 1-888-874-7793) or by e-mail at NPIC@state.gov. Customer Service Representatives are available Monday-Friday, 8:00 a.m.-10:00 p.m. Eastern Standard Time (excluding federal holidays). Automated information is available 24/7.

For information on International Parental Child Abduction, please visit www.travel.state.gov/childabduction or contact the Office of Children's Issues by telephone at 1-888-407-4747 or by e-mail at PreventAbduction1@state.gov.

PUBLIC REPORTING BURDEN FOR THIS COLLECTION OF INFORMATION IS ESTIMATED TO AVERAGE 30 MINUTES PER RESPONSE, INCLUDING THE TIME REQUIRED FOR SEARCHING EXISTING DATA SOURCES, GATHERING THE NECESSARY DATA, PROVIDING THE INFORMATION AND/OR DOCUMENTS REQUIRED, AND REVIEWING THE FINAL COLLECTION. RESPONDING TO THIS COLLECTION OF INFORMATION IS REQUIRED TO OBTAIN A BENEFIT. YOU DO NOT HAVE TO SUPPLY THIS INFORMATION UNLESS THIS COLLECTION DISPLAYS A CURRENTLY VALID OMB CONTROL NUMBER. IF YOU HAVE COMMENTS ON THE ACCURACY OF THIS BURDEN ESTIMATE AND/OR RECOMMENDATIONS FOR REDUCING IT, PLEASE SEND THEM TO: U.S. DEPARTMENT OF STATE, BUREAU OF CONSULAR AFFAIRS, PASSPORT SERVICES, OFFICE OF LEGAL AFFAIRS AND LAW ENFORCEMENT LIASON, ATTN: FORMS OFFICER, 44132 MERCURE CIR, P.O. BOX 1227, STERLING, VIRGINIA 20166-1227.
1. Minor's Name (Last, First, Middle)  

2. Minor's Date of Birth (mm/dd/yyyy)  

3. Applying Parent/Guardian's Name (Last, First, Middle)  

4. Non-Applying Parent/Guardian's Information  
   Last Name  
   First & Middle Name  
   Date of Birth (mm/dd/yyyy)  
   Other Names They May Have Used  
   Street  
   Apartment No.  
   City  
   State  
   ZIP Code  
   Country  
   Telephone Number: (     )  
   E-mail Address:  

5. Has any court, either in the United States or abroad, ever issued an order/decree that references the custody or travel of the minor child in question?  
   (Examples include a divorce decree, custody order, protection order, stay away order, restraining order, etc.)  
   Yes  
   No  
   If yes, you must submit a complete, signed, and dated copy of the most recent order(s)/decree(s) with this form.  

6. Is the non-applying parent/guardian currently incarcerated?  
   Yes  
   No  
   If yes, submit evidence of incarceration with this form, such as a letter from the convicting criminal court, a copy of the incarceration court order, or a copy of the on-line inmate locator page.  

7. Describe your attempts to contact the Non-Applying Parent.  
   (If you need more space, continue on a separate paper.)  
   By Mail  
   Number of times:  
   Approximate Dates:  
   Result:  
   Phone  
   Number of times:  
   Approximate Dates:  
   Result:  
   E-mail  
   Number of times:  
   Approximate Dates:  
   Result:  
   Social Media  
   Number of times:  
   Approximate Dates:  
   Result:  
   Other  
   Have you attempted to contact through a friend or relative? If so, please fill out the information below.  
   Name:  
   How they know the non-applying parent:  
   Ex: John Smith  
   Address:  
   Street  
   City  
   State or Country  
   Phone:  
   Approximate Dates:  
   Result:  
   Name:  
   How they know the non-applying parent:  
   Ex: John Smith  
   Address:  
   Street  
   City  
   State or Country  
   Phone:  
   Approximate Dates:  
   Result:  

8. Please explain in detail the reason for your request to issue a U.S. passport book and/or card without the non-applying parent/guardian's consent.  
   (If you need more space, please continue on a separate paper.)  

OATH: I declare under penalty of perjury that all statements made in this supporting document are true and correct.  
Signature of Parent or Legal Guardian:  
Date (mm/dd/yyyy):  

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