

## **PROCEDURES FOR PASSPORT APPLICATION**

- 1. The parent who applies on behalf of the child needs to send a copy of his or her passport, pg 1**
- 2. A copy of child's passport Pg 1**
- 3. Provide a current and up to date picture of child**
- 4. Send in proper documents provided by Passport Office**

**This is necessary to not have back and forth with passport application**

**Thanks**

**Management**