

Call Passport office @ 508 325-7559 to schedule an appointment

Scheduled appointments Only

Tuesday afternoon 1:30PM to 3:30PM

Thursday afternoon 2:00PM to 3:30PM

*Individuals must have their DS11 Forms filled out prior to appointments

Go to web-site travel.state.gov and download the DS11 Form – Fill out the form
PHOTOS go to the UPS Store or Nantucket Office Products

Children under the age of 16

- DS11 Form in black ink only, no scribbling or white out allowed
- Both Parents and child present
- Both Parents with valid photo ID's (MA Driver's license, State ID or a Passport)
- The child's **certified** birth certificate is required (the original or sealed/if born on the island or Cape Cod and you cannot locate the birth certificate the Town Clerk's office will print one for \$15.00)
NO COPIES OF BIRTH CERTIFICATES ACCEPTED
- Need to hand in the old passport if the child had a previous passport
- New Photo
- \$35 cash or check payable to, "Town of Nantucket"
- \$80 check or money order payable to "US Department of State"
\$80 is for 6 weeks processing or (\$140 for 3 weeks processing)
- In the memo area of check or money order write in child's name & date of birth
- If you want the card also, it is \$15 extra & only good for ground travel to Canada or Mexican & some cruise lines.
- The \$15 would be added to the \$80 check or money order = \$95

Children 16 /17 will be receiving their first adult passport

- DS11 Form in black ink only, no scribbling or white out allowed
- One parent with a valid photo ID (MA Driver's license, State ID or Passport) & the child need to be present.
(16 and 17 require one parent present)
- If the child has a photo ID, we will take a copy and send it in; if not the parents ID will do-
- If they had a passport before, that serves as proof of citizenship (you would not need their certified birth certificate and you are required to hand in their old passport)
- If they did not have a previous passport, they need their certified birth certificate (the original or sealed/if born on the island or Cape Cod and you cannot locate it the Town Clerk's office will print one for \$15.00)
NO COPIES OF BIRTH CERTIFICATES ACCEPTED
- New Photo
- \$35 cash or check payable to, "Town of Nantucket"
- \$110 Check or money order payable to "US Department of State"
\$110 is for 6 weeks processing or (\$170 for 3 weeks processing)
- In the memo area of check or money order write in child's name & date of birth
- If you want the card also, it is \$30 extra & only good for ground travel to Canada or Mexican & some cruise lines.

- The \$30 would be added to the \$110 check or money order = \$140

Adults acquiring their first passport - 18 years of age and older

- DS11 Form in black ink only, no scribbling or white out allowed
- Certified birth certificate is required (the original or sealed/if born on the island or Cape Cod and you cannot locate the birth certificate the Town Clerk's office will print one for \$15.00)

NO COPIES OF BIRTH CERTIFICATES ACCEPTED

- Valid Photo ID (MA Driver's License, State ID, if you have a license from another state and additional ID is required) not a credit card.
- New Photo
- \$35 cash or check payable to, "Town of Nantucket"
- \$110 check or money order payable to "US Department of State"
\$110 is for 6 weeks processing or (\$170 for 3 weeks processing)
- In the memo area of check write in your name & date of birth
- If you want the card also, it is \$30 extra & only good for ground travel to Canada or Mexican & some cruise lines.
- The \$30 would be added to the \$110 check or money order = \$140

Naturalized Citizen applying for passport

- DS11 Form in black ink only, no scribbling or white out allowed
- Original Naturalization document
- Valid Photo ID (MA Driver's license, State ID)
- New Photo
- \$35 cash or check payable to, "Town of Nantucket"
- \$110 check or money order payable to "US Department of State"
\$110 is for 6 weeks processing or (\$170 for 3 weeks processing)
- In the memo area of check write in your name & date of birth
- If you want the card also, it is \$30 extra & only good for ground travel to Canada or Mexican & some cruise lines.
- The \$30 would be added to the \$110 check or money order = \$140