

# How to Apply for a **U.S. Passport**

First time applicants, applicants whose previous passport was lost or stolen, or has expired and was issued when you were under age 16 and renewals, must apply in person.

Hennepin County Government  
Center 300 South 6th Street,  
Skyway Level Downtown  
Minneapolis  
(612) 348-8240

- 1 You will need to bring the following when you apply  
First time applicants: **Form DS-11**
- 2 Proof of U.S. Citizenship (one of the following):  
Certified Birth Certificate  
Previous U.S. Passport  
Consular Report of Birth Abroad or Certification of Birth  
Naturalization Certificate  
Certificate of Citizenship
- 3 Proof of Identity (one of the following):  
Previous U.S. Passport  
Naturalization Certificate  
Certificate of Citizenship  
Current valid Driver's License  
Government I.D. (city, state or federal)  
Military I.D. (military and dependents)
- 4 Social Security Number
- 5 Two Official Passport Photographs
- 6 Passport Fee

Allow 4-6 weeks for the processing of your passport application.