

# Getting a U.S. Passport just got easier.



Westchester County Clerk Timothy Idoni's community outreach staff can take your photo and process your passport application when they visit:

## Cortlandt Manor

*Town Hall, 1 Heady Street*

*Thursday, June 18<sup>th</sup>, from 11 a.m. – 2 p.m.*

### What do you need to apply?



Proof that you are a United States citizen such as a previous U.S. Passport or an original or certified copy of your birth certificate.



A valid driver's license or a government issued identification card.



The total fee is \$135 for adult applicants (16 and over) and \$105 for child applicants (under 16). The \$25 processing portion of the fee can be paid by check, money order or credit card. The remainder of the fee, \$110 for adults and \$80 for children must be paid by check or money order made out to the U.S. Department of State. **We cannot accept cash on the Mobile Office.** Applications will also be accepted for the **U.S. Passport Card** for *land and sea border travel, only*. The fee for adults is \$55.00 and for children, the fee is \$40.00.



Our staff can take your passport photo for an additional \$10.00 fee.



If you need your passport in about 2-3 weeks, expedited service costs an additional \$60.00 for each passport application which must be expedited.



Questions? Do not hesitate to call (914)995-3082 weekdays or visit our website at [www.WestchesterClerk.com](http://www.WestchesterClerk.com).

### Why apply now?



Routine passport applications are now taking approximately 4-6 weeks. For an additional charge, expedited service will result in your obtaining your passport in about 2-3 weeks. But only in emergency circumstances can a passport application be processed more quickly, so do not delay.

**Please Note:** You will need a passport to enter the United States by air, by land or by sea unless you are a child under the age of 16 entering by land or sea with proof of U.S. citizenship or an adult with another travel document approved by the Department of Homeland Security.

*Office of the Westchester County Clerk, 110 Dr. Martin Luther King Jr. Blvd., White Plains, NY 10601  
Open Monday through Friday from 8 a.m. until 5 p.m. / (914)995-3080/www.westchesterclerk.com*