



WALK-IN PASSPORT ACCEPTANCE DAY

FRIDAY, MARCH 8

8AM – 2PM

Apply for your U.S. Passport with help from the City Clerk's Office at Culver City! Our special passport acceptance day provides you with a walk-in passport service without an appointment. Be ready to travel in 2019 and beyond!

No appointment
needed on this day!

ALL passport
applicants **MUST** be
present.

We do not provide
photo services. Take
your passport photos
ahead of time.

Application fee is
payable by check or
money order **ONLY**.

Free One Hour
Parking at City Hall
structure located off
of Duquesne.

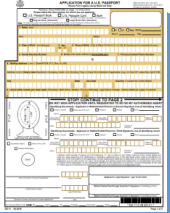
CITY CLERK'S OFFICE

City Hall
9770 Culver Blvd.
1st Floor
Culver City, CA 90232

(310) 253-5851

www.culvercity.org/passports

How to Apply for a Passport

1 

Complete DS-11 form, answer questions #1-21.

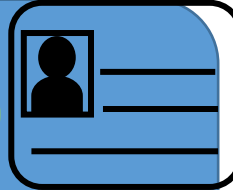
Do **NOT** sign application.

USE BLACK INK TO FILL OUT FORM.

2 

Bring applicant's **ORIGINAL** birth certificate or other evidence of U.S. citizenship.


(ex: previous U.S. passport, certificate of naturalization)

3 

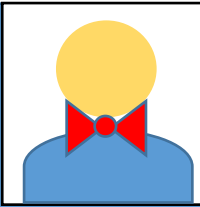
Bring your photo ID*.

- State ID OR
- Driver's License OR
- Passport (if not being used as proof of citizenship)

***Secondary photo ID required for out-of-state IDs.**

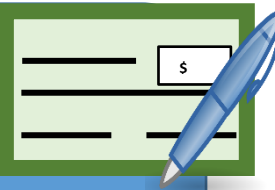
4 

Make a clear copy of the **FRONT and BACK** of photo ID.

5 

Provide one (1) passport photo.

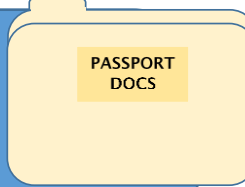
- 2x2 inches
- White background
- **NO** glasses

6 

Pay **TWO** separate fees.

(1) **Application Fee:** **ONLY** by check or money order. (Cost varies)

(2) **Processing Fee:** Check, cash, or card. (\$35 per application)

7 

Submit all documents to passport acceptance facility. (City of Culver City - City Clerk's Office)

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For minor applicants: **Both parents/guardians and child** need to be present and show parental relationship. (ex: birth certificate, adoption decree)