



# RENEW YOUR PASSPORT BY MAIL

Let us help you save some time by following these five easy steps below:

## Step 1: Complete a DS-82 form

**U.S. PASSPORT RENEWAL APPLICATION FOR ELIGIBLE INDIVIDUALS**  
PLEASE DETACH AND RETAIN THIS INSTRUCTION SHEET FOR YOUR RECORDS

**CAN I USE THIS FORM?**  
Complete the checklist to determine your eligibility to use this form.

Can you identify your current or last U.S. passport book or U.S. passport card with this application?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Can you identify your current or last U.S. passport book or U.S. passport card with this application?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Can you identify your current or last U.S. passport book or U.S. passport card with this application?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Can you identify your current or last U.S. passport book or U.S. passport card with this application?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Can you identify your current or last U.S. passport book or U.S. passport card with this application?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Can you identify your current or last U.S. passport book or U.S. passport card with this application?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Can you identify your current or last U.S. passport book or U.S. passport card with this application?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Can you identify your current or last U.S. passport book or U.S. passport card with this application?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Can you identify your current or last U.S. passport book or U.S. passport card with this application?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Can you identify your current or last U.S. passport book or U.S. passport card with this application?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**STOP: You cannot use this form!**  
You must apply on application form DS-11 by making a personal appearance before an acceptance agent authorized to accept passport applications. Visit [travel.state.gov](http://travel.state.gov) for your nearest acceptance facility.

**FOR INFORMATION AND QUESTIONS:**  
Visit the Department of State website or [travel.state.gov](http://travel.state.gov) or contact the National Passport Information Center (NPIC) toll-free at 1-877-487-2778 (TDD: 1-888-874-7733) or by email at [npic@state.gov](mailto:npic@state.gov). Customer Service Representatives are available Monday through Friday, 9:00 a.m. to 5:00 p.m. Eastern Time (excluding federal holidays). Appointment times are available 24 hours a day, 7 days a week.

**PLEASE NOTE:** Your new passport will have a different passport number than your previous passport.

**SEE PAGE 2 OF THE INSTRUCTIONS FOR DETAILED INFORMATION ON THE COMPLETION AND SUBMISSION OF THIS FORM.**

## Step 2: Submit your previous passport, with an expiration date of no more than 5 years.



## Step 3: Take a 2x2 color photo white background (NO EYE GLASSES)



## Step 4: Write a check or get a money order payable to U.S. Department of State



Step 5. Mail everything to the U.S. Department of State in a sturdy envelope. We recommend using traceable mail services, for example Priority Mail. (See *passport application for mailing instructions*.) For processing times visit [travel.state.gov](http://travel.state.gov) or call 1-877-487-2778.

Passport Fee Chart	
Passport book	\$110.00
Passport card	\$30.00
Both book and card	\$140.00