

## Passport application checklist

### The Norwegian Consulate General in San Francisco

All documentation must be prepared before the appointment at the consulate. All forms can be found on our website [www.norway.no/sanfrancisco](http://www.norway.no/sanfrancisco).

#### Documentation required for adults (18 years and over)

- Application form** completed and printed before the appointment.
- Passport** (valid or expired) of all countries you are a citizen.
- Proof of legal residency in the United States:** Valid U.S. permanent residency card, valid U.S. visa or an American passport. It must be registered in the Norwegian Population Registry of when you became a U.S. citizen or you need to bring your Certificate of Naturalization to show that you became a U.S. citizen after January 1<sup>st</sup> 2020 (this does not apply to those who are dual citizens by birth).
- Money order, cashier's check or personal check.** Please note, the consulate does not accept card or cash payment.

It's not possible for applicants to pick up the passport at the consulate. You must bring

- a **pre-paid, self-addressed envelope** from the Postal Service, Fedex or UPS (express or priority w/tracking of your choosing), and
- a waiver for delivery of passport by mail (**Declaration of Waiver and Hold Harmless form**, found on our website)
- If you have **re-acquired** your Norwegian citizenship after January 1<sup>st</sup> 2020 you must be able to document this.
- If applicable, a letter from UDI confirming your **retention of Norwegian citizenship** must accompany your application.

**ATTENTION:** When taking pictures at the consulate, we need to see your whole face and ears for the picture. This means that you should use hair ties or hairpins to ensure that there is no hair covering your face or ears. You also need to remove any earrings and jewelry. Religious head coverings can still be worn.

#### Documentation required for minors (under 18)

- The **same documentation as for adults** (see above), and
- Consent form** signed by both parents. If only one parent is accompanying the minor to the appointment, the signature of the absent parent on the consent form **must** be notarized, and
- Original or notarized copies of **both parents' passports**, and
- Original or notarized copy(-ies) of the **U.S. permanent resident card, U.S. visa or American passport** of the Norwegian parent(s). If the parent(s) did not become an American citizen by birth, they must bring their Certificate of Naturalization.

**Please note that everyone must have a personal number before applying for a passport.**

**Your information needs to be correct in the Norwegian Population Registry (Folkeregisteret) before issuing a passport. This includes correct name and registered place of birth.**