

# Passport application checklist

## The Norwegian Consulate General in San Francisco

This checklist must be printed out, signed and enclosed with supporting documents. 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
- Declaration of Citizenship form** completed and printed before the appointment
- Passport** (valid or expired)
- Proof of legal residency in the United States:** valid US permanent residence card or a valid US visa
- Money order or cashier's check.** Please note, the consulate does not accept card payment.

If you are not able to pick up your new 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**)
- If you are a dual citizen, you must also present your **US passport**.
  - If applicable, a **letter from UDI** confirming your retention of Norwegian citizenship must accompany your application.

### Documentation required for minors (under 18)

- The **same documentation as for adults** (see above), and
- Birth certificate**
- Consent form** (page 2 of the application form) signed by both parents. If only one parent is accompanying the minor to the appointment, the signature of the absent parent on the form **must** be notarized
- Both parents' passports, or notarized copy(-**
- Minors under the age of 12 must also bring **two passport-size photos**. Glasses must be removed, the eyes must be open and the mouth closed. The ears must be visible. The photo should be of good quality, in colour, taken against a light background, not older than 3 months, approx. 36x47mm.

Date and place:

Signature: