



Passports on the Move

Erie County Clerk
Michael P. Kearns

www.erie.gov/passports



Erie County Clerk's Office

92 Franklin Street Buffalo, NY 14202

Monday– Friday

9:00 am– 4:30 pm

~ Reservations Are Not Required ~

For Additional Information Please Contact the Clerk's Office at 858-8866

This passport processing service is a convenient way for U.S. Citizens to obtain these important travel documents for themselves or their immediate family members.

You may obtain either a Passport Card*, a Passport ** or both.

* A **Passport Card** is wallet-sized and valid when entering the U.S. from Canada, Mexico, the Caribbean and Bermuda via land and/or sea.

A **Passport is a booklet document valid for international travel by air, land and sea.

You Will Need:

- 1) **ORIGINAL** or **CERTIFIED** copy of U.S. Birth Certificate with raised seal, previous U.S. Passport, or **Naturalization Certificate**.
- 2) **Proof of Identity:** Current NYS Driver's License, or non-driver I.D., Pilot's License, State or Federal work I.D. card, Current Student I.D. or Military I.D.
- 3) One 2"x2" color Passport photo (*Photos available on-site*)
- 4) Application can be obtained in advance at the Clerk's Office or by visiting www.erie.gov/passports. You may complete the application in advance. However, *do not sign the application*, as your signature must be witnessed by an Accepting Passport Agent.

Fees:

Check or Money Order made payable to "Department of State"

Passport Card—\$30
\$15 for children under 16

Passport Book—\$110
\$80 for children under 16

Passport Card & Book—\$140

and...

Check or Money Order made payable to "Erie County Clerk" for \$35 Processing Fee.

~ Passport Photos can be taken on-site for \$10 ~