



CONSENT TO A THIRD PARTY

You must:

1. Complete a [Passport Application DS 11](#).
2. Present Original Birth Certificate or Consular Report of Birth Abroad
3. Child's Previous Passport (only if renewing)
4. Provide valid Government-Issued ID for Both Parents
5. Provide one [passport photo](#) of minor (Note: Photo size 2"x2" in with a white background)
6. Provide the Social Security Number of minor
7. Growth Progression Photos
8. [Make an appointment](#)
9. You must pay all fees directly at the **Embassy** or the **Consular Agency**. Do not make payments at a bank or any other establishment.

Neither Parent can come to the Interview

1. If **both parents are alive**, and want to authorize someone else (such as an aunt/uncle, grandparent, or another adult) to apply for the child's passport, **both parents** must present a signed and sealed statement notarized by an U.S. Notary public.* They may provide separate statements, or provide a combined statement.

It must contain the following:

- a. Include the child's full name and date of birth
- b. Include both parents' names and identification number
- c. Address of both parents
- d. Telephone number of both parents
- e. E-mail address of both parents (If none, specify "NONE")
- f. Explicitly name the third part, including his/her ID number
- g. Include photocopies of both parents government issued IDs
- h. Additionally, each parent must also submit a DS-3053 Statement signed and sealed by a US Notary Public.**

Another Family Member or Third Party has Sole Custody

1. If **someone else has sole custody** of the child and will be applying for them (such as another family member, or adoptive parents), they must bring the official, government/court issued documentation of their sole and exclusive custody of the child

If you have not yet gathered all the necessary documents and filled out all the appropriate forms, you cannot make an appointment.