

Passport Card

The Passport Card is **NOT FOR TRAVEL BY AIR.**
The Passport Card can **ONLY** be used for land and sea travel between the United States, Canada, Mexico, Bermuda, and the Caribbean.

**** SUBMIT A FRONT AND BACK PHOTOCOPY OF THE IDENTIFICATION DOCUMENT ****

- 1) The photocopy must be of the Identification document that you will present when you apply.
- 2) Photocopy must be on plain white, 8 1/2 x 11" standard paper.
- 3) The paper should be free of other images and/or markings.

ALL PASSPORT FEES SUBJECT TO CHANGE.

FOR CURRENT FEE INFORMATION PLEASE CALL OUR OFFICE AT:

(281) 341-4517

or visit:

www.fbctx.gov/passports

Fort Bend County District Clerk Locations:

Justice Center Location:

**1422 Eugene Heimann Circle, Rm 31050
Richmond, TX 77469**

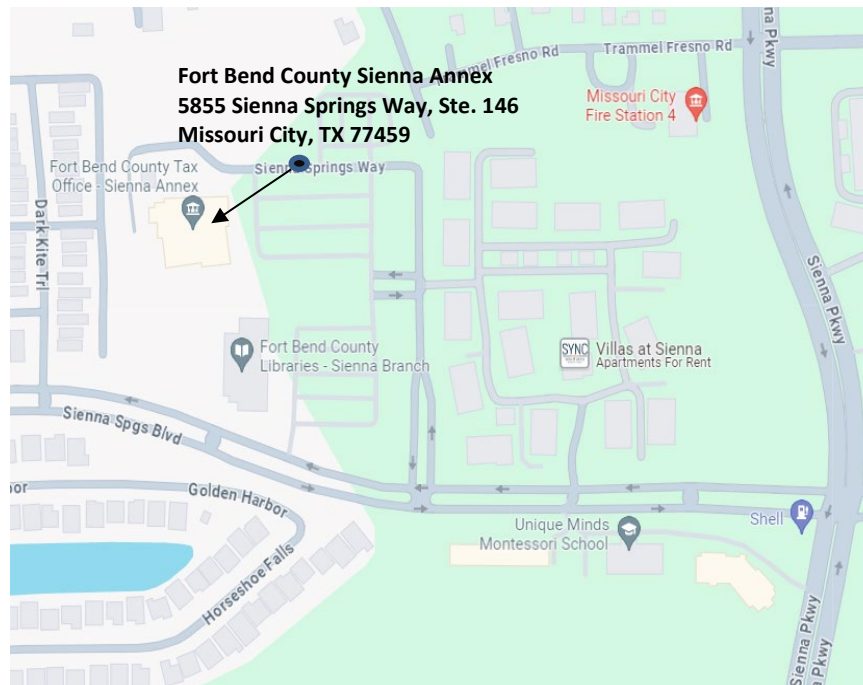
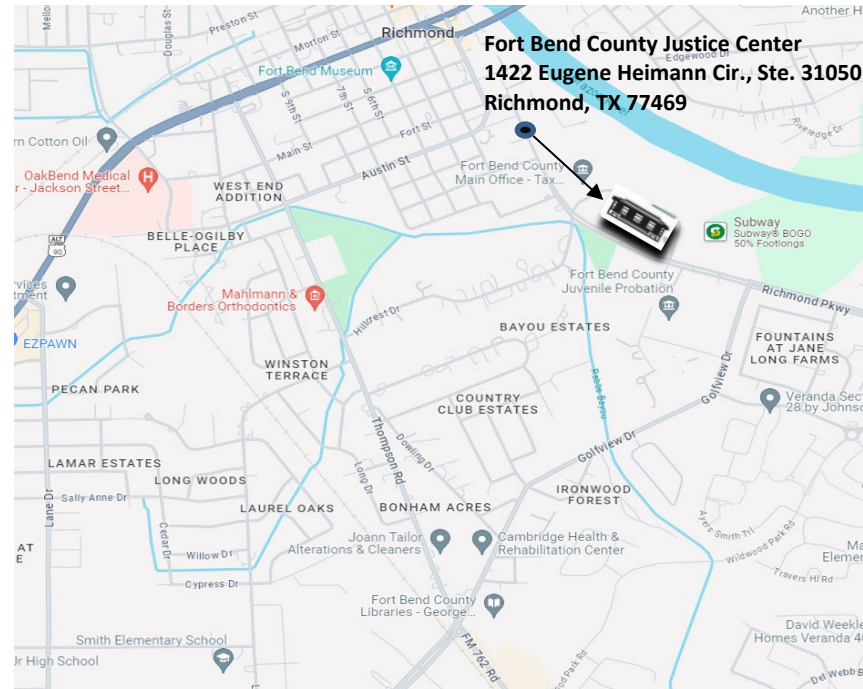
**Office Hours: Monday - Friday 8am – 5pm*
(Excluding Fort Bend County Holidays)**

Sienna Annex Location:

**5855 Sienna Springs Way, Suite 146
Missouri City, TX 77459**

**Office Hours: Monday - Friday 8am – 5pm*
(Excluding Fort Bend County Holidays)**

*** Subject to change due to high volume of applicants**



Fort Bend County District Clerk Passport Acceptance Facility



Beverley McGrew Walker
District Clerk

281-341-4517

For Appointments:



www.fbctx.gov/passports

Adult (Age 16 and older)

ALL APPLICANTS MUST BE PRESENT

Note: Applicants age 16 & 17 must have
(1) Parent Present

CHECK OR MONEY ORDER PAYABLE TO THE:

U.S. DEPARTMENT OF STATE

(NO CASH OR CREDIT CARDS ACCEPTED)

***PASSPORT CARD ONLY:**

Routine Service:.....\$30.00
Expedited Service:.....\$90.00

***PASSPORT BOOK ONLY:**

Routine Service:.....\$130.00

Routine Service plus Express Mail:.....\$151.36

Expedited Service:.....\$190.00

Expedited plus Express Mail:.....\$211.36

***PASSPORT BOOK AND *PASSPORT CARD:**

Routine Service:.....\$160.00

Routine Service plus Express Mail:.....\$181.36

Expedited Service:.....\$220.00

Expedited plus Express Mail:.....\$241.36

Prices Effective: 06/28/2024

***CHILDREN (Age 15 and under)**

ALL APPLICANTS MUST BE PRESENT

*ALL MINORS **UNDER 16 YEARS** OF AGE MUST HAVE **BOTH PARENTS PRESENT** OR **ONE PARENT AND A NOTARIZED CONSENT LETTER OR DS-3053 FORM FROM THE ABSENT PARENT** ****ALONG WITH A COPY OF HIS/HER IDENTIFICATION - FRONT AND BACK****

CHECK OR MONEY ORDER PAYABLE TO THE:

U.S. DEPARTMENT OF STATE

(NO CASH OR CREDIT CARDS ACCEPTED)

*** PASSPORT CARD ONLY:**

Routine Service:.....\$15.00
Expedited Service:\$75.00

*** PASSPORT BOOK ONLY:**

Routine Service:.....\$100.00

Routine Service plus Express Mail:.....\$121.36

Expedited Service:.....\$160.00

Expedited plus Express Mail:.....\$181.36

PASSPORT BOOK AND *PASSPORT CARD:

Routine Service:.....\$115.00

Routine Service plus Express Mail:.....\$136.36

Expedited Service:\$175.00

Expedited plus Express Mail:.....\$196.36

PLEASE HAVE THE FOLLOWING FOR EACH APPLICANT:

Instructions for Passport Execution at our Facility Only

- Completed DS-11 Application** - (Sections 1-21 Only)
Applications must be single sided.
- Proof of U.S. Citizenship:**
 - For Adults (16 and older) Certified copy of *U.S. Birth Certificate, *Naturalization / *Citizenship Certificate, *Consular Report of Birth Abroad, Or Previous Passport
***(Original AND Photocopy Required)**
 - For Children (15 and under) with a previous valid passport must have BOTH the *Birth Certificate AND previous passport.
***(Original AND Photocopy Required)**

- Submit a photocopy of the ID document (front and back) that you will present when you apply.**

****As a service we provide copies for \$1.00 per page. This fee is added to the execution fee.***

- 1 Passport Photo**
**** Photos are taken at this Acceptance Facility for \$15.00.***

Cash, Money Order, or Credit Card at our Richmond or Sienna offices
Money Order or Credit Card ONLY at our passport fairs.

(Checks are no longer accepted at any location)

NOTE: There is a convenience fee for Credit card payments.

- \$35.00 Execution Fee:**

*Payable to: **FORT BEND COUNTY DISTRICT CLERK**

Cash, Money Order, or Credit Card at our Richmond or Sienna offices
Money Order or Credit Card ONLY at our passport fairs.

(Checks are no longer accepted at any location)

NOTE: There is a convenience fee for Credit card payments.

- PASSPORT FEE:**

*Payable to: **U.S. DEPARTMENT OF STATE**

* Payable by: ***CHECK OR MONEY ORDER ONLY**

(Separate check/money order for each applicant)

***** Customers are able to purchase money orders at our Richmond and Sienna offices ONLY for a fee of \$2.00. Cash ONLY is accepted.***

This service is not available at passport fairs.