

Embassy of the United States of America
 Consular Section / American Citizen Services Unit
 Tel: 2797-2301, Fax: 2797-3602
 Online appointments: Between 08:00 a.m. and 9:30 a.m.
 Passport pick-up Hours: between 08:00 a.m. and 10:00 a.m.
 Sunday through Thursday except for the last Tuesday of every month
 Phone inquiries are between 01:00 p.m. and 04:00 p.m.
 After working hours phone number (for emergencies): 2797-3300
 E-mail: ConsularCairoACS@state.gov
 Website: <http://cairo.usembassy.gov>



REQUIREMENTS FOR PASSPORT RENEWAL FOR A MINOR

The Applicant must prepare the following:

<input type="checkbox"/>	1. Passport application [FORM DS-11] properly filled out with your address (item number 6) and telephone number in Egypt (item number 7) and your social security number. Please DO NOT sign the application.
<input type="checkbox"/>	2. Applicant's last U.S. Passport and a copy of the first page
<input type="checkbox"/>	3. Original U.S. birth certificate and a photocopy.
<input type="checkbox"/>	4. 2 photos fitting the following: 5 x 5 cm, white background, front view, small face*.
<input type="checkbox"/>	5. \$ 105 or equivalent in Egyptian pounds
<input type="checkbox"/>	6. Parents' photo IDs (e.g. Egyptian or U.S. passport, Egyptian national ID, Permanent Resident Card, or Driving License) and photocopies of the IDs
<input type="checkbox"/>	7. A Personal Appearance. Applicant's parents must make an appointment to present themselves at the American Citizen Services Office. Both parents must be present or one parent can be present with the consent of absent parent.

**Please note that if the applicant's photo in the passport was for the applicant when he/she was a child, additional photos are required to show the growing up of the child up to the date of the interview (few photos for each year) or an additional photo ID for the child (e.g. Egyptian passport or School ID) and a photocopy of it.*

YOU NEED TO READ THE FOLLOWING ONLY IF:

➤ **Only One of the parents is present:**

If one of the parents is not present, he/she should send photocopy of his/her passport and a notarized statement of Consent [FORM DS-3053] to the applying parent.

➤ **Parents are divorced:**

If the parents are divorced, the applying parent should submit a copy of the divorce certificate and a court order giving him/her legal sole custody of the child.

➤ **One of the parents is deceased:**

If one of the parents is deceased, a copy of the death certificate is required.

It takes approximately ten working days to receive your new passport.