



# EMBASSY OUAGADOUGOU

## American Citizen Newsletter

April 2015

## Summer Break Approaching? Get That Passport Renewed

For anyone living overseas, summer travel can be complicated. Amidst all the planning and budgeting, have you checked when your passport expires?

Many countries require that visitors have a passport with six months of remaining validity. If the expiration date is less than six months away from the date you plan to enter the country, you'll need a new passport. The good news is that renewing a passport overseas is easy. In fact, compared with our friends and family stateside who have to wait six weeks or more to receive a renewed passport, it can take less than two weeks when renewing a passport overseas at a U.S. embassy.



For adult renewals, it's as easy as paying the fees and dropping off your form. For renewals for children 15 years and under, both parents will need to be present, and you'll need to bring an original birth certificate, or a certified copy, to the appointment. You can schedule an appointment at [this website](#) for a Monday or Thursday afternoon. The forms (DS-11 for adults, DS-82 for children) are [available online](#) as well. Safe travels!

## STEP Registration: It's for Everyone!

If you received this newsletter by email, we know that you're already enrolled with the Smart Traveler Enrollment Program (STEP). But is each and every member of your family enrolled?

The embassy only knows when individual citizens are in Burkina Faso if they've enrolled themselves. When a crisis, like the January terrorist attack, takes place, the embassy relies on the information provided by enrolled U.S. citizens to understand how to best support the citizen community.

If only some members of your family are currently enrolled in STEP, consider enrolling each member individually. If you're expecting visitors this summer, whether they're visiting family or part of a service trip, encourage them to enroll in STEP as well. To enroll in STEP, go to [step.state.gov](#).

## Provided Services

The Consular Section provides the following routine services for U.S. citizens in Burkina Faso:

- Passport application and renewal
- Notarial services
- Consular Reports of Birth Abroad
- Consular Reports of Death Abroad

*To schedule a non-emergency service, contact the Consular Section to schedule an appointment.*

## Hours

### Consular Section

Monday to Thursday, 7:30 am to 5:00 pm  
Friday, 7:30 am to 12:30 pm

### Non-Emergency Citizen Services

Monday and Thursday, 2:00 pm to 4:00 pm,  
by appointment

### Phone Office Hours

Tuesday and Wednesday, 2:00pm to 4:00pm  
Friday, 8:00am to 10:00am

*Embassy Ouagadougou is closed during U.S. and Burkina Faso holidays.*

## Upcoming Dates

**May 2:** International Labor Day (Burkina Faso)

**May 5:** Ascension Day (Burkina Faso)

**May 30:** Memorial Day (U.S.)

**July 4:** Independence Day (U.S.)

**July 6:** Aid-Al Fitr/Ramadan (Burkina Faso)

**August 5:** Independence Day (Burkina Faso)

**August 15:** Assumption (Burkina Faso)