

PASSPORT INFORMATION: Scroll to articles

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#1 How to Get a Passport in a Day in San Francisco, California

Same-day passports for those living in or near San Francisco, California are available through the U.S. State Department's San Francisco Passport Agency (travel.state.gov). While the agency is able to issue a passport in less than 24 hours, an urgent passport request is only honored when a passport is needed for travel within the next two weeks or a visa is needed within the month. Travelers without documentation of impending travel are not eligible for a same-day passport.

[Sponsored Link](#)

[Same Day Passport Renewal](#)

City of San Francisco Passport Renewal Located Downtown Call Now

www.thepassportoffice.com

ITEMS YOU WILL NEED

- **Proof of imminent travel**
- **Proof of citizenship**
- **Proof of identity**
- **Photocopy of your proof of identity**
- **Passport photo**

Step 1

Schedule an appointment at the San Francisco Passport Agency by calling the U.S. State Department's automated system at any time. Write down your appointment confirmation number once your appointment has been scheduled.

Step 2

Obtain and complete form DS-11 "Application for a U.S. Passport" available on the State Department website. Complete all sections of the form on a computer or by hand with a black pen, using care not to sign the application at this time. Staple your passport photo in the designated spot on the first page of the application.

Step 3

Arrive at the San Francisco Passport Agency within 15 minutes of your scheduled appointment. Bring all proper documentation, including proof of travel, such as an airline ticket, proof of citizenship, such as an expired passport or a certified birth certificate, proof of identity, such as a driver's license, and a copy of the front and back of your identity document.

Step 4

Check in for your appointment at the fifth floor information desk by providing your social security number or your appointment confirmation number. Receive your queue number and wait for your turn in the agency's waiting area.

Step 5

Present your passport application and all accompanying documents to the passport acceptance agent, once your number is called. Pay all current passport fees, including the expedited passport fee. Once you have submitted your application packet, the agent will schedule a time for you to return and pick up your passport.

- Most U.S. citizens must use a U.S. passport to travel overseas and reenter the United States. A passport is an internationally recognized travel document that verifies your identity and citizenship. Only the U.S. Department of State has the authority to issue U.S. passports.

Most foreign countries require a valid passport to enter and leave. Some countries may allow you to enter with only a birth certificate, or with a birth certificate and a driver's license, **but all persons, including U.S. citizens, traveling by air, must present a valid passport to reenter the United States.**

If you are traveling by **land or sea**, you must provide evidence of **both** your U.S. citizenship and your identity when you reenter the United States. For many land or sea trips this means you can travel using the new U.S. passport card instead of the normal passport book. Read more about [U.S. passport requirements](#).

What about your children? Some countries have instituted requirements to help prevent child abductions and may require travelers to present proof of relationship to the children and evidence of consent from any non-accompanying parent(s). Visit our [child abduction country information pages](#) for information about your destination.

When does your passport expire? Some countries require that a traveler's passport be valid for at least six months beyond the dates of the trip. Contact the [embassy of your foreign destination](#) for more information. Foreign embassy and consulate contact information can also be found in our [Country Specific Information](#) pages.

#2 Differences Between Passport Book and Passport Card

U.S. PASSPORT BOOK



U.S. PASSPORT CARD



Valid for international travel by air, sea, or land.

Valid when entering the United States from Canada, Mexico, the Caribbean and Bermuda at land border crossings or sea ports-of-entry. **Not valid for international travel by air.**

Validity:

- 10 years for adults
- 5 years for minors under age 16

Validity:

- 10 years for adults
- 5 years for minors under age 16

Size:

- 5" x 3 ½" (when closed)

Size:

- Wallet size

Cost for First Time Applicants:

- \$135 for adults
- \$105 for minors under age 16

Cost for First Time Applicants:

- \$55 for adults
- \$40 for minors under age 16

Cost for U.S. Passport Book Renewal:

- \$110 for adults

Cost for U.S. Passport Card Renewal:

- \$30 for adults

Cost for First Time Applicants When Applying For Both:

Adults: \$165

Minors: \$120

#3 Do you need a passport for a cruise?

In short – Not if you're traveling round-trip to the same US port.

Cruises that are leaving from and returning to the same US port (closed loop cruises) do NOT require passengers to have a passport. If your cruise departs from a different country or returns in a different port you do need a passport for passengers over the age of 16. Below is a breakdown of the most common scenarios:

Departing from	Returning to	Do you need a passport
A US port (Example: Fort Lauderdale, FL)	The same US port (Example: Fort Lauderdale, FL)	No
A non-US port (Example: Barcelona, Spain)	The same non-US port (Example: Barcelona, Spain)	Yes
A non-US port (Example: Vancouver, British Columbia)	A US port (Example: Seward, Alaska)	Yes

A US port (Example: Seward, Alaska)	A non-US port (Example: Vancouver, British Columbia)	Yes
A US port (Example: Fort Lauderdale, FL)	A different US port (Example: San Diego, CA)	Yes

**All passengers are responsible for obtaining the correct identification for their travel itineraries.*

Closed Loop Cruises Exemption

Cruises that visit [Bermuda](#), the [Caribbean](#), Canada or Mexico that depart and return to the same U.S. Port do not require a passport at this time.

U.S. citizens on closed-loop cruises (cruises that begin and end at the same port in the U.S.) will be able to enter or depart the country with proof of citizenship, such as a birth certificate and government-issued photo ID. A U.S. citizen under the age of 16 will be able to present either an original or a copy of his or her birth certificate, a Consular Report of Birth Abroad issued by Department of State, or a Certificate of Naturalization issued by U.S. Citizenship and Immigration Services.

Please be aware that you may still be required to present a passport when you dock at a foreign port, depending on the islands or countries that your cruise ship is visiting. Check with us to ensure you have the appropriate documents for the stops you'll be making on your cruise.

Please Select The Cruise Line You're Booked On to view their policies and procedures

#4 First Time Applicants

You Must Apply in Person If:

- You are applying for your **first** U.S. passport; **or**
- You are **under age 16**; **or**
- Your previous U.S. passport was issued when you were **under age 16**; **or**
- Your previous U.S. passport was **lost, stolen, or damaged**; **or**
- Your previous U.S. passport was issued **more than 15 years ago**; **or**
- Your name has changed since your U.S. passport was issued and you are **unable to legally document your name change**.

Before you start, please note:

- Special Requirements for [All Minors Under Age 16](#).
- Special Requirements for [All Minors Ages 16 & 17](#).
- Special Requirements for [Diplomatic, Official, & Regular No-Fee Passports](#).
- Special Requirements for [Individuals Applying From Outside the U.S.](#)
- If you are behind in child support payments, you may not be able to get a passport (See [Child Support](#)).

Submit a U.S. Passport Application in Person (in the U.S.):

Read and understand **Steps 1 - 7** before leaving this page. *If not in the United States, please see [Applying for a U.S. Passport from Outside the United States](#).*

1. Fill Out Form DS-11: *Application For A U.S. Passport*
2. Submit Completed Form DS-11 In Person
3. Submit Evidence of U.S. Citizenship
4. Present Identification
5. Submit a Photocopy of the Identification Document(s) Presented
6. Pay the Applicable Fee
7. Provide One Passport Photo

1. Fill Out Form DS-11: Application For A U.S. Passport

- Print Form DS-11 and complete by hand; or
- Use our online guide to fill out and print Form DS-11.

- **DS-11: Application for a U.S. Passport**

Complete by Hand

Complete Online & Print

Please note that you:

- **Must not** sign the application until instructed to do so by the Acceptance Agent.
- **Must** provide your Social Security Number in accordance with [26 U.S.C. 6039E](#). Failure to provide information requested on the form, including your social security number, may result in significant processing delays and/or the denial of your application.

2. Submit Form DS-11: Application For A U.S. Passport In Person

You must submit Form DS-11 **in person** at an authorized [Passport Application Acceptance Facility](#) or [Passport Agency](#).

NOTE: There are special submission requirements for [All Minors Under Age 16](#).

3. Submit Evidence of U.S. Citizenship

When applying for a U.S. passport in person, evidence of U.S. citizenship must be submitted with Form DS-11. All documentation submitted as citizenship evidence will be returned to you. These documents will be delivered with your newly issued U.S. passport or in a separate mailing.

Primary Evidence of U.S. Citizenship (You must submit one of the following. Photocopies and notarized copies are not acceptable):

- Previously issued, undamaged, and fully valid U.S. Passport (5 year for minors or 10 years for adults)
- Certified U.S. [birth certificate](#) (must meet all of the following requirements):
 - Issued by the City, County, or State of birth

- Lists parent(s) full names
- Has date filed with registrar's office (must be within one year of birth)
- Has registrar's signature
- Has embossed, impressed, or multicolored seal of registrar
- **Photocopies and notarized copies are unacceptable**
- [Consular Report of Birth Abroad or Certification of Birth](#)
- Naturalization Certificate
- Certificate of Citizenship