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Before traveling overseas with your kids, you will need to get applications rolling for children's passports for each child. Every member of your family will need their own passport. It is not a difficult process but there are certain steps you need to follow to help make the application process flow smoothly.

DS-11

You will need to start with Form DS-11, which is the application for a U. S. Passport. You will need to submit your applications in person at an authorized facility. Most post offices are equipped to handle applications but check with your local office. When submitting the application, both parents and the child must be present.

Citizenship

Documentation showing proof of citizenship will need to accompany the application. The easiest document to use for this purpose is a birth certificate. An original certified certificate that includes the signature of the birth registrar is required. Photocopies will not be accepted as a legal document but the original will be returned to you along with the passport. Another acceptable document would be a "Report of Birth Abroad".

Evidence of Relationship

Your relationship to the minor also needs to be documented. When both of the parents are named on the birth certificate, this is satisfactory evidence. The same would be required if you are using a "Report of Birth Abroad". If you are divorced and have sole custody, you will need to present court documents as proof. An adoption decree will be needed as evidence of relationship if your children have been adopted.

Acceptable Documents

As parents, you will need to provide a photocopy of your personal ID. Acceptable forms of identification include your driver's license, a valid passport, military ID, or, in the case of City, State or Federal employee, an Employee ID will be sufficient. Each individual application must have the necessary document copies attached.

Payment

You will need to pay two separate fees for each passport. For a minor, there is a ninety-five dollar fee for the application plus an additional charge of twenty-five dollars for the execution fee. These need to be paid separately and can be paid by check, money order or credit card. Some facilities may accept the exact amount in cash depending on the acceptance facility you use.

Photos

A passport photo is the final step in completing your application package. Passport photos have strict guidelines but a professional photographer will be familiar with all requirements. Many post office facilities also offer passport photos as an additional service.

You Must Sign In Person

Once you have chosen where you will go to submit your application, inquire concerning the hours when applications are accepted. Make an appointment if possible for a smoother process. Once you have completed the application and have all the accompanying documents and photocopies, you are ready to apply. Have the form completely filled out but do not sign it until you are in the presence of the acceptance agent.

Traveling abroad with your kids can be very exciting for the whole family. The time it takes to get your [children's passports](#) will be well rewarded with the wonderful memories made during your travels. Don't forget that even infants need passports, so get your infant passport as well. Once you have your [passport renewal](#) in hand, you will be ready for the adventure and excitement of discovering the world.

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