

US Passport Renewal & Add VISA pages Application

美國護照換新及加頁需知和費用

What to bring:

需要文件：

1. Original U.S. Passport
美國護照正本
2. Photo: 2"x2", white background (Adding VISA pages do not need photo)
Qty: 1
相片兩張 2x2 背景白色(辦加頁者不需相片)
3. Flight Itinerary
機票行程證明
4. Fill out the online form at <https://pptform.state.gov/>
D11 form for first time applicant, under age 16 (previous passport was issued before age of 16 are considered as first time applicant)
DS 4085 form for VISA page addition
DS 82 form for regular renewal
上網填好申請表格 <https://pptform.state.gov/>
DS11 form 給第一次申請者, 未滿 16 歲或原有護照有效期為五年之申請者
DS 4085 form 申請加頁
DS 82 form 是護照到期要換新
5. Authorization letter signed and dated
填寫一張授權書
6. Fees for passport renewal:
護照更新費用:
 - Department of State rush fees: \$170.00
美國領事館收費: \$170.00
 - Worldair Travel & Tours Inc. Processing Fee: \$80.00
一級棒旅行社手續費: \$80.00
 - Total charge = \$250.00 (1 week)
總共收費: \$250 (一星期)
 - Department of State rush fees: \$170.00
美國領事館收費: \$170.00
 - Worldair Travel & Tours Inc. Processing Fee: \$150.00
一級棒旅行社手續費: \$150.00
 - Total charge = \$320.00 (4 days)
總共收費: \$320.00(四天)
7. Fees for adding visa pages:
加頁費用:
 - Department of State fee: \$142.00
美國領事館收費: \$142.00

Worldair Trave & Tours Inc. Processing Fee: \$80.00

一級棒旅行社手續費: \$80.00

Total Charges = \$222.00 (1 Week)

總共收費: \$222.00(一星期)

Department of State fee: \$142.00

美國領事館收費: \$142.00

Worldair Trave & Tours Inc. Processing Fee: \$150.00

一級棒旅行社手續費: \$150.00

Total Charges = \$292.00 (4 days)

總共收費: \$292.00(四天)

8. First time applicants are required to file in as carry in service at post office. The required documents are:

第一次申請美國護照者必須去郵局辦理 carry in service 。所需證件為

1. Photo qty: 2
相片兩張
2. Completed DS11 Form
填好 DS11 Form
3. Two Authorization Letters
兩張授權書
4. Flight Itinerary
機票證明
5. Certificate of Naturalization
公民紙

Minors and both parents must first pay the service fee at our office. Then, appear in person at post office to sign and seal the document and pay all the application fees there and deliver the sealed document to us (The document's validity expires if the seal is broken or after 3 days).

未成年之小孩父母親兩人需先到付旅行社付手續費\$80.00(一星期), \$150.00(四天), 帶小孩到郵局當面簽名及出生證明送件及付費。再將已封好的文件當日送至旅行社辦理急件(如拆開或超過三天則無效)。

Prices are subjected to change without prior notice.