



**United States Department of State
Bureau of Consular Affairs
Passport Services**

Personal Identification List

In order to help establish your identity for passport purposes, please submit **photocopies** of a **combination** of personal documents and public records that have been issued over a period of time. Documents that include your photograph, signature and/or physical description are particularly helpful. The following items have been helpful in the past with other passport applications. However, you may submit any other document in your possession that has a **date with name/signature or name/photo** for consideration.

RECORDS WITH PHOTOGRAPH (VALID or EXPIRED)

- Driver's license
- School yearbook photograph with your name and photo, also with school's name and year that it was issued
- U.S. Passports
- Newspaper/Magazine articles (with your photo & name, news paper's name & date)

RECORDS WITH EITHER PHOTOGRAPH OR SIGNATURE (must have a date)

- Employment identification card
- Professional license (ex. nurse, pilot, mechanic, etc)
- Federal, State or Municipal identification card
- Military identification
- Student identification card

SIGNED IDENTIFICATION ITEMS (Should have your legal signature and date)

- Military records such as DD-214
- Selective Service registration card
- Union membership (bearing name/signature or name/photo and issuance date)
- Medicare/health insurance card
- Welfare card
- Marriage certificates
- Medical records
- Voter's registration card
- Children's birth certificates
- Social Security card
- Traffic ticket

If you were raised abroad you may also submit*:

- Original foreign school records with name, photo and date
- Original foreign passports
- Copy of foreign driver's license (valid or expired)
- Foreign government issued identification, such as voter's registration cards or national identification cards.

*If in a language other than English, please provide an official translation.

IN-709-01
(August 2006)

To Customer: If you have any questions regarding this letter or your passport application, contact the National Passport Information Center at 877-487-2778 (TDD: 888-847-7793). Customer Service Representatives are available Monday – Friday, 7:00 a.m. to 12:00 a.m., ET, excluding Federal holidays. Also, for a wealth of passport and travel information, including where to apply, visit us at <http://travel.state.gov>.

SUPPLEMENTAL WORKSHEET

To better assist us in the processing of your recent application for a United States passport, please complete this form in its entirety and return it to this office for processing. If additional space is needed in any section of this form, please use a blank piece of paper as a continuation sheet. **Failure to complete this form in detail may further delay the processing of your application for a United States passport.**

Para asistirnos en el proceso de su solicitud mas reciente para un pasaporte de los Estados Unidos, por favor de llenar por completo este formulario y regréselo a esta oficina. Si necesita mas espacio en cualquier sección de este formulario, puede escribir la información en otra hoja aparte y añadirla a este formulario. **El no llenar por completo este formulario puede demorar aun más la aprobación de su solicitud para un pasaporte de los Estados Unidos.**

Your Full Name

Su Nombre Completo: _____

Your Date of Birth:

Su Fecha de Nacimiento: _____ / _____ / _____
(Month/Mes) (Day/Día) (Year/Año)

Your Social Security Number:

Su Número de Seguro Social: _____ - _____ - _____

Your Place of Birth:

Lugar de Nacimiento: _____ / _____ / _____
(City/Ciudad) (State/Estado) (Country/País)

Your Current Home Address/Su Dirección:

_____ / _____ / _____ / _____
(Street/Calle) (City/Ciudad) (State/Estado) (Zip Code/Código Postal)

Your Contact Telephone Numbers/Números de Teléfono

_____ / _____ / _____
(Home Phone/Casa) (Work Phone/Trabajo) (Cell Phone /Celular)

When did you leave the United States?

Cuando salió de los Estados Unidos? _____ / _____
(Month/Mes) (Year/Año)

When did you return to the United States?

Cuando regresó a los Estados Unidos? _____ / _____
(Month/Mes) (Year/Año)

Where and when were you baptized?

Dónde y cuándo fue bautizado? _____ / _____
(Month/Mes) (Year/Año)

_____ / _____ / _____ / _____
(Name of church/Nombre de la iglesia) (City/Ciudad) (State/Estado) (Country/País)

To Customer: If you have any questions regarding this letter or your passport application, contact the National Passport Information Center at 877-487-2778 (TDD: 888-847-7793). Customer Service Representatives are available Monday – Friday, 7:00 a.m. to 12:00 a.m., ET, excluding Federal holidays. Also, for a wealth of passport and travel information, including where to apply, visit us at <http://travel.state.gov>.

Residences/Domicilios:

Please list all of your **former** residences ***inside and outside*** of the United States. If additional space is needed, please use a blank sheet of paper as a continuation sheet. It is extremely important that you list **all** of your former residences inside and outside of the United States.

Favor de incluir una lista de domicilios donde ha vivido, ***dentro y fuera*** de los Estados Unidos. Si necesita más espacio, use otra hoja de papel. Es extremadamente importante que incluya **todos** los domicilios donde ha vivido dentro y fuera de los Estados Unidos.

Street/ Calle	City/ Ciudad	State/ Estado	Zip Code/ Código Postal	Country/ País	Time of Residence/ Tiempo de Residencia
(Example) (Ejemplo) <i>123 Main St</i>	(Example) (Ejemplo) <i>Houston</i>	(Example) (Ejemplo) <i>Texas</i>	(Example) (Ejemplo) <i>39408</i>	(Example) (Ejemplo) <i>USA</i>	(Example) (Ejemplo) <u><i>March 1990 To June 2002</i></u>

Please use a blank piece of paper as a continuation sheet, if additional space is needed.
Favor de usar otra página si necesita más espacio.

To Customer: If you have any questions regarding this letter or your passport application, contact the National Passport Information Center at 877-487-2778 (TDD: 888-847-7793). Customer Service Representatives are available Monday – Friday, 7:00 a.m. to 12:00 a.m., ET, excluding Federal holidays. Also, for a wealth of passport and travel information, including where to apply, visit us at <http://travel.state.gov>.

Employment/Empleo:

Please list all of your current and former places of employment. If additional space is needed, please use a blank sheet of paper as a continuation sheet.

Favor de incluir una lista de lugares de empleo. Incluya su empleo actual y pasado. Si necesita más espacio, añada otra hoja al formulario.

Name of Employer/ Nombre del Empleador	Address of thisEmployer/ Dirección	City located Ciudad	State Located Estado	Country located País	Year(s) Employed Años Empleado	Name of Supervisor Nombre del Supervisor	Telephone Number Número de Teléfono
(Example) (Ejemplo) <i>ABC Industries</i>	(Example) (Ejemplo) <i>10001 Lone Star Drive</i>	(Example) (Ejemplo) <i>Houston</i>	(Example) (Ejemplo) <i>TX</i>	(Example) (Ejemplo) <i>USA</i>	(Example) (Ejemplo) <i>1999- 2001</i>	(Example) (Ejemplo) <i>Ms. Hall</i>	(Example) (Ejemplo) <i>316-555- 1212</i>

**Please use a blank piece of paper as a continuation sheet, if additional space is needed.
Favor de usar otra página si necesita más espacio.**

To Customer: If you have any questions regarding this letter or your passport application, contact the National Passport Information Center at 877-487-2778 (TDD: 888-847-7793). Customer Service Representatives are available Monday – Friday, 7:00 a.m. to 12:00 a.m., ET, excluding Federal holidays. Also, for a wealth of passport and travel information, including where to apply, visit us at <http://travel.state.gov>.

Family/Familia:

Relationship (Relación)	Full Name (Nombre Completo)	Place of Birth City & State (Lugar de Nacimiento)	Date of Birth (Fecha de Nacimiento)	Is this family member a United States Citizen? Es esta persona ciudadano de los Estados Unidos?
(Example) (Ejemplo) Brother/ Hermano	(Example) (Ejemplo) <i>John Q. Public</i>	(Example) (Ejemplo) <i>Albany New York</i>	(Example) (Ejemplo) <i>December 25, 1980</i>	(Example) (Ejemplo) <i>YES</i>
Father/ Padre				
Mother/ Madre				
Spouse/ Espos(a)				
Ex-Spouse/ Ex-Espos(a)				
Brother/ Hermano				
Brother/ Hermano				
Sister/ Hermana				
Sister/ Hermana				

**Please use a blank piece of paper as a continuation sheet, if additional space is needed.
Favor de usar otra página si necesita más espacio.**

To Customer: If you have any questions regarding this letter or your passport application, contact the National Passport Information Center at 877-487-2778 (TDD: 888-847-7793). Customer Service Representatives are available Monday – Friday, 7:00 a.m. to 12:00 a.m., ET, excluding Federal holidays. Also, for a wealth of passport and travel information, including where to apply, visit us at <http://travel.state.gov>.

Schools/Escuelas:

Please complete the school data requested below. It is extremely important that you list all schools that you have attended *inside and outside* of the United States.

Favor de completar los datos escolares que se piden abajo. Es extremadamente importante que incluya los nombres de todas las escuelas a las que haya asistido, **dentro y fuera** de los Estados Unidos. Si necesita más espacio, use otra hoja de papel.

Name of School/ Nombre de Escuela	Address of this School/ Dirección	City/ Ciudad	State/ Estado	Country/ País	What Year(s) did you attend this school?/ En que año(s) asistió a ésta escuela?
(Example) (Ejemplo) <i>Sam Houston Elementary</i>	(Example) (Ejemplo) <i>800 West Elm St</i>	(Example) (Ejemplo) <i>Houston</i>	(Example) (Ejemplo) <i>Texas</i>	(Example) (Ejemplo) <i>USA</i>	(Example) (Ejemplo) <i>August 1990</i> To <i>June 1994</i>

I declare under penalty of perjury that I am a United States citizen (or a non-citizen United States national) and have not, since acquiring United States citizenship (or United States nationality), performed any expatriating acts that have caused me to lose my U.S. citizenship (or nationality). I further declare that all responses contained in this document are true and correct, to the best of my knowledge.

Yo declaro bajo pena de perjurio que soy ciudadano (o un no-ciudadano nacional) de los Estados Unidos y que, desde que adquirí la ciudadanía (o nacionalidad) de los Estados Unidos, no he realizado ningún acto de expatriación que me haya hecho perder mi ciudadanía (o nacionalidad) de los Estados Unidos. Además declaro, que todas las respuestas contenidas en este documento son verdaderas y correctas, según mi conocimiento y entender.

Signature/Firma

Date/Fecha

To Customer: If you have any questions regarding this letter or your passport application, contact the National Passport Information Center at 877-487-2778 (TDD: 888-847-7793). Customer Service Representatives are available Monday – Friday, 7:00 a.m. to 12:00 a.m., ET, excluding Federal holidays. Also, for a wealth of passport and travel information, including where to apply, visit us at <http://travel.state.gov>.