

FULTON COUNTY PROTHONOTARYS OFFICE also serves as a PASSPORT ACCEPTANCE AGENCY

FACILITY ADDRESS, PHONE NUMBER AND HOURS OF OPERATION ARE:

**FULTON COUNTY PROTHONOTARYS OFFICE
201 NORTH SECOND STREET
MCCONNELLSBURG, PA 17233
717-485-4212**

M – F from 9:00 A.M. TO 4:00 P.M.

*****Two separate forms of payment required upon execution*****

1. PASSPORT PAYMENTS:

CHECK/MONEY ORDER, ONLY (payable to: US Department of State)

2. EXECUTION FEE PAYMENTS:

CASH, CHECK OR MONEY ORDER, ONLY (payable to: County of Fulton)

****NO CREDIT CARDS ACCEPTED****

PICTURE FACILITIES:

**CVS PHARMACY
WALGREENS PHARMACY
AAA
WALMART
L.A. CAMERAS**

FOR MORE INFORMATION PLEASE VISIT:

travel.state.gov

1-877-487-2778



UNITED STATES PASSPORT FEES

FOR USE BY PASSPORT APPLICATION ACCEPTANCE FACILITIES (Effective 1/23/2017)

ADULT APPLICANTS (Age 16 Years and Older)

What are you applying for?	Use Form	Application Fee	Acceptance Fee (Execution Fee)	Total
First-time Adult Passport Book	DS-11	\$110	\$25	\$135
First-time Adult Passport Card A passport card is valid only for travel by land and by sea to the following locations: Canada, Mexico, Bermuda, and the Caribbean.	DS-11	\$30	\$25	\$55
First-time Adult Passport Book & Card	DS-11	\$140	\$25	\$165

Payment Instructions: The application fee is paid directly to the Department of State. The Acceptance/Execution fee is paid directly to the acceptance facility. Two separate payments are required.

ALL MINOR APPLICANTS (Under Age 16)

What are you applying for?	Use Form	Application Fee	Acceptance Fee (Execution Fee)	Total
Minor Passport Book	DS-11	\$80	\$25	\$105
Minor Passport Card A passport card is valid only for travel by land and by sea to the following locations: Canada, Mexico, Bermuda, and the Caribbean.	DS-11	\$15	\$25	\$40
Minor Passport Book & Card	DS-11	\$95	\$25	\$120

Payment Instructions: The application fee is paid directly to the Department of State. The Acceptance/Execution fee is paid directly to the acceptance facility. Two separate payments are required.

OTHER FEES

Expedite Fee	Paid per application, in addition to required fees directly to the Department of State. Provides faster processing than routine service.	\$60
Overnight Delivery	Paid per application directly to the Department of State. Overnight delivery service applies to the delivery of an issued passport book from the Department of State to the customer. Only applies to mailing addresses within the United States. Not valid for passport cards.	\$15.45
File Search Fee	Paid directly to the Department of State. A file search is necessary when an applicant is unable to present evidence of U.S. citizenship or verification of a previously issued U.S. Passport or Consular Report of Birth Abroad. Applicant must submit Form DS-11 and a written request for a file search.	\$150

Submitting incorrect passport fees could delay the processing of your application. For further information regarding passport application fees, please contact the National Passport Information Center at 1-877-487-2778, TDD/TTY: 1-888-874-7793.



IMPORTANT NOTICE
to
PASSPORT APPLICATION ACCEPTANCE AGENTS
January 13, 2017

Change in Overnight Delivery Fee and Processing Times
Effective January 23, 2017

This notice is to advise our Passport Application Acceptance Agents that **effective January 23, 2017**, the fee for Overnight Return Delivery Service will decrease from \$20.66 to **\$15.45**. We have attached a fee chart that reflects the new fee and a new transmittal form.

Optional Service Fees <i>Paid to the Department of State</i>	
File Search Fee	\$150
Expedite Processing	\$60
Overnight Delivery Return Fee <i>Passport Book Only</i>	\$15.45 <i>Effective January 23, 2017</i>

Also please note that the processing time for routine service will increase to 6 weeks from the date of application. Expedited service will remain at 2-3 weeks when customers purchase Overnight Return Delivery Service.

Please contact your regional Customer Service Manager if you have any questions.

Thank you!