

## Passport Information

U.S. Passport assistance is available during designated hours at the Saline County Library Benton and Bryant locations. Appointments are strongly encouraged. Walk-ins are not guaranteed immediate assistance and may have longer wait times or even no availability that day.

More information available at:  
<https://www.salinecountylibrary.org/services/at-the-library/passports/>

## Appointments

Appointments may be made through online booking at the above website or by calling:

**(501) 778-4766** for an appointment in Benton OR  
**(501) 847-2166** for an appointment in Bryant

Appointments are available during these designated days and times:

Monday - Thursday: 9:30 AM - 4:00 PM  
Friday & Saturday: 9:30 AM - 2:00 PM

## After you apply

Check the status of your application at:  
<https://passportstatus.state.gov/>.

Updates about your application will be sent to the email address used on your application.

For more information go to [TRAVEL.STATE.GOV](https://www.travel.state.gov)

## Bon voyage!

Wherever you are journeying, we hope you have a great trip! Below are some resources available for free with your library card to make your travel easier:

Learn more about applying for a passport and how the library can help!



**pronunciator:**   
Learn a new language!

### Pronunciator

Learn a new language easier with Pronunciator! With over 80 languages and fun ways to learn through movies, poetry, and music, you'll pick up the local language in no time.



### LOTE4Kids

Explore Languages Other Than English! Log in with your library card to access storybooks (and their English translation) online or on the go.

### Library of Things Travel Kits

Preparing for a long-haul flight? Add some fun and games from the library to your carry on!



**Libby.**

The library reading app.

### Libby

No need to pay for an internet boost on your flight when you have audiobooks, ebooks, and magazines checked out from the library - straight to your phone or mobile device!



## Your Guide to Passport Services

**Bob Herzfeld**  
**Memorial Library**  
1800 Smithers Dr  
Benton, AR 72015  
(501) 778-4766

**Mabel Boswell**  
**Memorial Library**  
201 Prickett Rd  
Bryant, AR 72022  
(501) 847-2166

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**Bring the following documentation:**

**Completed Form DS-11**

- Find the form at: <https://pptform.state.gov>  
Printing is available at the library.

**Proof of U.S. Citizenship**

You must provide one of the following documents.

- A U.S. birth certificate that meets all the following requirements:
  - Issued by the city, county, or state of birth
  - Lists your full name, date of birth, and place of birth
  - Lists your parent(s)' full names
  - Has the date filed with registrar's office (*must be within one year of birth*)
  - Has the registrar's signature
  - Has the seal or stamp** from the city, county, or state which issued it
- Consular Report of Birth Abroad
- Consular Certification of Birth (*must be signed by the Naturalized citizen*)
- Certificate of Naturalization (*must be signed by the Derived citizen*)
- Certificate of Citizenship
- Full validity, undamaged U.S. passport (*Full validity means the document is or was valid for 10 years for adults and 5 years for children under 16.*)

**Current government-issued photo ID**

- In-state, fully valid driver's license or enhanced driver's license with photo
- Valid or expired, undamaged U.S. passport book or passport card
- Certificate of Naturalization
- Certificate of Citizenship
- Government employee ID (*city, county, state, or federal*)
- U.S. military or military dependent ID
- Current (*valid*) foreign passport
- Matricula Consular (*Mexican Consular ID*) used by a parent of a U.S. citizen child applicant
- U.S. Permanent Resident Card (*Green Card*) used by a parent of a U.S. citizen child applicant
- Trusted Traveler IDs (*including valid Global Entry, FAST, SENTRI, and NEXUS cards*)
- Enhanced Tribal Cards and Native American tribal photo IDs

**Note:** you may need to show another ID when presenting one of these documents:

- In-state, fully-valid learner's permit with photo,
- In-state, fully-valid non-driver ID with photo,
- Temporary driver's license with photo, or
- Employment Authorization Document (*EAD*)

**Bring payment for fees:**

<b>Adult (16 or Older):</b>			
First Time or Not Eligible for Renewal			
Document	PASSPORT BOOK	PASSPORT CARD	PASSPORT BOOK & CARD
<b>Passport Fee</b>	\$130	\$30	\$160
<b>Payment Type</b>	Personal Check, Money Order, or Cashier's Check payable to <b>U.S. Department of State</b>		
<b>In addition &amp; paid separately</b> ↓			
<b>Facility Acceptance Fee</b>	\$35	\$35	\$35
<b>Payment Type</b>	Cash, Card, or Check payable to the <b>Saline County Library</b>		
<b>Photo</b>	\$10 (per person)	\$10 (per person)	\$10 (per person)

\*When you apply for a passport, you will need to pay **two fees:** one to the U.S. Department of State & one to the library.

<b>Child (Under 16)</b>			
All children must apply in person. Any child age 15 and under must have <b>each</b> parent listed on the birth certificate present to apply for a passport.			
Document	PASSPORT BOOK	PASSPORT CARD	PASSPORT BOOK & CARD
<b>Passport Fee</b>	\$100	\$15	\$115
<b>Payment Type</b>	Personal Check, Money Order, or Cashier's Check payable to <b>U.S. Department of State</b>		
<b>In addition &amp; paid separately</b> ↓			
<b>Facility Acceptance Fee</b>	\$35	\$35	\$35
<b>Payment Type</b>	Cash, Card, or Check payable to the <b>Saline County Library</b>		
<b>Photo</b>	\$10 (per person)	\$10 (per person)	\$10 (per person)

\*When you apply for a passport, you will need to pay **two fees:** one to the U.S. Department of State & one to the library.

<b>Optional Fees:</b>		
Paid to the U.S. Department of State		
<b>Expedite Fee</b> Expedited processing by the State Dept.	2-3 week processing time (mailing times not included)  Use if traveling in less than 6 weeks.	\$60
<b>1-3 Day Delivery</b> (Priority Mail Express) For returning an issued passport to you.	1-3 day delivery service.	Ask for price

<b>Optional Fees:</b>		
Paid to the Saline County Library		
<b>1-3 Day Delivery</b> (Priority Mail Express) For sending your application to the State Dept.	1-3 day delivery service.	Ask for price