MEDIA RELEASE

Clay County Clerk of Court Hosts Passport Day Event

Spring is here and summer is on its way, so there is no better time to prepare for a cruise or to plan a trip to a foreign land. Now is your chance to get your new passport application processed by one of our expert clerks without having to take a day off work during the week. It is one way we make the lives of our fellow citizens a little easier.

Passport Day 2024

Saturday, April 27th from 8am – Noon

Clerk of Court's Orange Park Branch @ 1590 Park Avenue in OP

Appointments are encouraged and can be made online (clayclerk.com) but walk-ins are also welcome. *This event is not for renewals - those are done by mail – info at travel.state.gov.*

A passport is an internationally recognized travel document attesting to the holder's identity. The Clerk of Court is the local government agency that may accept applications for passports and send them to passport services designated by the Secretary of State where they are reviewed and returned by mail. Standard processing takes 4-6 weeks; expedited takes about 2-3 weeks.

Passport fees payable to the U.S. Department of State must be paid in check form only (personal check, cashier's check, or money order). Passport fees payable to the Clerk of Court must be paid separately. Clerk fees may be paid in cash, by check, money order, or by credit card payment.

Completed forms <u>must be signed in the presence of a Deputy Clerk at the time of filing</u> and completed in <u>black ink only</u>. Forms are available at Clerk's Office locations and on the U.S. Department of State's website, www.travel.state.gov. The U.S. Department of State requires all customers applying for a passport submit clear copies of citizenship evidence in addition to original or certified copy of U.S. citizenship. Go to the passport page on clayclerk.com for details.