



UNITED STATES EMBASSY PANAMA CONSULAR SECTION

Location: Building 783, CLAYTON, PANAMA.

Hours of Operation:

Monday, Tuesday, and Thursday from 08:00 a.m. to 12:00p.m.
and 1:30 p.m. to 3:30 p.m.

Wednesday from 8:00 a.m. - 12:00 noon

Friday from 8:00 a.m. - 10:00 a.m.

The ACS unit is closed for Panama and United States Holidays

Telephone number: 207-7000.

CONSULAR INFORMATION SHEETS

E-Mail: Panama-ACS@state.gov

Requirements for Child Passport Renewal

Minors under 16 years old:

1. Complete Passport application form DS-11 – **Do not Sign it please!**
(Click here for Passport Application: www.travel.state.gov)
2. Two identical pictures with light background (2" x 2")
3. Child's expired passport.
4. Child's original birth certificate.
5. Child must be brought to the Consulate.
6. Both parents must be present. If one parent cannot be present, the absent parent must send a completed and notarized Statement of Consent form DS-3053, in English. A copy of a picture ID must be attached. If form is not available, a copy of the parent's passport or other photo identification with clearly visible signature must accompany a notarized written statement in English. **Form DS-3053 – Statement of Consent – is available at www.travel.state.gov**
7. The fee for a child's passport, including renewal is \$85.00.

Minors aged 16 or above:

1. Please see numbers 1 to 3 above.
2. Minors of age 16 or above execute applications on their own behalf unless, in the judgment of the person before whom the applications are executed, it is not desirable for the minors to do so.
3. The fee for a child's passport, including renewal is \$85. Minors age 16 and above are eligible for a 10-year passport. The fee for the *first* 10-year passport is \$100.00.

Your child's new passport will take between 15 to 20 days to be ready from the date your application is completed and approved.

YOU WILL RECEIVE AN E-MAIL INDICATING THAT THE PASSPORT IS READY TO PICK UP. PLEASE DO NOT COME TO THE CONSULAR SECTION TO CLAIM THE PASSPORT BEFORE THE DAYS ALLOWED. If you need to contact us regarding the new passport please send an e-mail to:

Panama-ACS@state.gov.

PLEASE BRING YOUR CHILD'S BIRTH CERTIFICATE, OLD PASSPORT AND CASHIER'S RECEIPT TO PICK UP THE NEW PASSPORT. OR, YOU MAY SEND ANOTHER PERSON TO PICK-UP THE NEW PASSPORT WITH A CONSENT SIGNED BY ONE OF THE CHILD'S PARENTS AND DOCUMENTS LISTED ABOVE. PLEASE REFER TO OUR HOURS OF OPERATION.