

**CHECKLIST FOR ITALIAN PASSPORT APPLICATION/RENEWAL FOR MINORS  
(children who are 12 years old and older):**

1. Old Italian passport (original) + photocopy (page with the personal data and picture only), if any;
2. Italian parent's original AZ driver's license + photocopy;
3. Italian parent's copy of a recent utility bill;
4. Application form for minors completed (**note:** non-EU parents must have their signature on it notarized) complete with the photocopy of each of the biological parents' passport stapled to it;
5. Money order or cashier's check payable to the "Consulate General of Italy" for **\$124.40** [**note: this amount is valid only from April 1, 2023 through June 30, 2023**];
6. 2 passport-size pictures;
7. Photocopy of the child's birth certificate [**no translation needed**];
8. If the child was born in the US: copy of his US passport;
9. If the child was born in Italy or outside the US and later moved to the US: copy of the child's green card or visa OR copy of your naturalization certificate + US passport if the child acquired so-called "derivative US citizenship";
10. "Atto di assenso" signed by both parents + photocopy of the signer's passport (regardless of whether the parents were never married/are now separated/divorced, and regardless of their respective nationality). **Please note:** the signature of parent who is a non-EU citizen must be notarized and must be accompanied by a copy of the picture-page of his/her passport. EU citizens do not need to have their signature notarized on the "Atto di assenso" (as long as they can provide and staple to it a photocopy of the picture page of their respective EU passport).
11. 2 pre-paid USPS Priority Express envelopes (flat rate of **\$28.75** each way, for a total of **\$57.50**): one from you to the Consulate in Los Angeles [**Consulate General of Italy, Passport Department, 1900 Avenue of the Stars, Suite # 1250, Los Angeles, CA 90067-4404**]; one where the parent's address appears on the sender's box as well as the recipient's box [example: from Roberta Gentili, 1 Befana Way Phoenix, AZ 85001; to: Roberta Gentili, 1 Befana Way - Phoenix, AZ 85001];
12. Authorization to return your Italian passport by mail [which you must sign on behalf of the minor child].

**NOTE:** Children **12 and older** must make an appointment before our office because we need to capture their fingerprints; children between **0-12 years** old are exempt from fingerprints and therefore you can apply for their Italian passport by mail directly with Passport Department of the General Consulate of Italy in Los Angeles.