

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. If the minor has more than one passport(s), copy of the minor's other passport(s) (page with the personal data and picture only), even it's old and expired;
3. Italian parent's original AZ driver's license + photocopy;
4. Italian parent's copy of a recent utility bill or bank statement of the minor, if available;
5. 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;
6. Money order or cashier's check payable to the "Consulate General of Italy - Los Angeles" for **\$124.70** [note: this amount is valid **only from January 1, 2024, through March 31, 2024**];
7. 2 passport-size pictures;
8. Photocopy of the child's birth certificate [no translation needed];
9. If the child was born in the US: copy of his US passport;
10. 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";
11. "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). The form must be signed within the **6 months** prior your appointment. Please note:
 - **If other parent is a citizen of Italy or of the European Union:** the consent form signed by the other parent must include a photocopy of his/her valid Italian or E.U. passport (page with passport holder's information AND signature);
 - **If other parent is NOT a citizen of Italy of the European Union:** the signature on the consent form must be authenticated either by a notary public and it must include a photocopy of his/her valid Italian or E.U. passport (page with passport holder's information AND signature);
 - **If the other parent is deceased:** please provide a photocopy of his/her passport [no translation needed].
12. 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, 12424 Wilshire Blvd., Suite # 1400, Los Angeles, CA 90025**]; 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];
13. 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.

WE DO NOT MAKE PHOCOPIES FOR YOU AT THE CONSULATE. UNCOMPLETE APPLICATIONS WILL BE REJECTED AND THE INTERESTED PERSON WILL NEED TO BOOK A NEW APPOINTMENT. Anyone who has difficulties accessing a computer or needs individual assistance with the preparation of the entire passport application is kindly asked to contact this Honorary Consulate by phone at **(602) 692-8127**: leave a message specifying the above with your name and a call-back number and we will contact you to make a separate appointment just to prepare your passport application.

Thank you for your understanding.