



Passport services are available by appointment only at the following branches:

- **Blue Springs North Branch** 850 NW Hunter Dr., Blue Springs, MO | 816.224.8772
- **Colbern Road Library Center** 1000 NE Colbern Road, Lee's Summit, MO | 816.525.9924
- **East Lee's Summit Branch** 2240 SE Blue Pkwy., Lee's Summit, MO | 816.759.2085
- **Kearney Branch** 100 S. Platte-Clay Way, Kearney, MO 64060 | 816.628.5055
- **Lee's Summit Branch** 150 NW Oldham Pkwy., Lee's Summit, MO | 816.524.0567
- **Parkville Branch** 8815 Tom Watson Pkwy., Parkville, MO | 816.741.4721
- **Smithville Branch** 120 Richardson St., Smithville, MO | 816.532.0116
- **Withers Branch** 1665 S. Withers Road, Liberty, MO | 816.781.9240

Appointments vary by location. Contact one of these locations to schedule your appointment or make an appointment at [mymcpl.org/Passports](http://mymcpl.org/Passports).

All applicants **MUST** be present, regardless of age.  
The Library offers passport services for NEW applications. To renew your passport, please fill out form DS-82 available at passport services locations.

### Passport Checklist

- **Your completed application (filled out in black ink and UNSIGNED)**
  - Form DS-11: Application for a U.S. passport
  - **Do not** sign application until instructed to do so during the application process.
- **Proof of U.S. citizenship (Any one of the following—must bring original or certified copy PLUS an additional copy)**
  - Birth certificate issued by the city, county, or state
  - Previously issued, undamaged U.S. Passport\*
  - Consular Report of Birth Abroad or Certification of Birth
  - Naturalization Certificate\* or Certificate of Citizenship\*

\*Also requires submission of certified birth certificate if applicant is age 15 or younger
- **Primary identification (Any one of the following—PLUS a copy showing both front and back of the ID. It must readily identify the applicant)**
  - Valid driver's license; if out-of-state, may need additional ID
  - Previously issued, undamaged U.S. Passport
  - Naturalization Certificate
  - Current military ID (military or dependents) or Government ID (city, state, or federal)

