U.S. Department of State
STATEMENT OF EXIGENT/SPECIAL FAMILY CIRCUMSTANCES FOR ISSUANCE OF A U.S. PASSPORT TO A CHILD UNDER AGE 16

WHEN TO USE THIS FORM

Passport applications for children under the age of 16 require both parents/legal guardians' signatures unless a notarized, written statement of consent from the non-applying parent/legal guardian is provided. **Use this form only if you cannot obtain the notarized, written consent of a parent or legal guardian with legal custody of the child applicant under 16.**

Your statement in this form must explain the reason why you cannot obtain the notarized statement of consent. You must demonstrate that there are exigent or special family circumstances that make two parent/guardian consent unobtainable.

- Exigent Circumstance: Your request may qualify as an exigent circumstance if there is a time-sensitive emergency, and the inability of the child to obtain a passport would jeopardize the child's health or welfare and safety or would result in the child being separated from the rest of his or her traveling party.

- Special Family Circumstance: Your request may qualify as a special family circumstance if the child's family situation makes it exceptionally difficult or impossible for one or both of the child's parents/legal guardians to provide the notarized, written statement of consent.

IMPORTANT

1. **Completing this form does not guarantee the child applicant will be issued a U.S. passport.**
2. **Please answer all questions on this form to the best of your knowledge.** The more information you provide, the faster we may be able to process your child's U.S. passport application. For example, if you are unsure of an exact address, please provide the street name, city, or state if you can. We will consider all the information on the form in its entirety.
3. If you need more space to respond to a question, please use a separate sheet of paper.
4. If you have a current court order showing full/sole legal custody or granting permission to obtain a passport, you may not need to fill out this form. Submit court orders with the child's passport application.
5. If you are unable to get in contact with an incarcerated non-applying parent (e.g., non-applying parent is confined to solitary and not permitted to receive or send mail or have contact with a notary; or non-applying parent is incarcerated overseas where the prison does not have a notary or other amenities), use this form. Otherwise, consent (see Form DS-3053) or a court order is still required.

INFORMATION AND/OR QUESTIONS

For passport and travel information, please visit travel.state.gov. In addition, contact the National Passport Information Center (NPIC) toll-free at 1-877-487-2778 (TDD/TTY 1-888-874-7793) or by email (general information only) at NPIC@state.gov.

For information on International Parental Child Abduction, please visit childabduction.state.gov or contact the Office of Children's Issues by telephone at 1-888-407-4747 or by email at PreventAbduction1@state.gov.

WARNING

False statements made knowingly and willfully on passport applications, including affidavits or other supporting documents submitted therewith, may be punishable by fine and/or imprisonment under U.S. law, including the provisions of 18 U.S.C. 1001, 18 U.S.C. 1542, and/or 18 U.S.C. 1621.

PRIVACY ACT STATEMENT

AUTHORITIES: We are authorized to collect this information by 22 U.S.C. 211a et seq.; 8 U.S.C. 1104; 26 U.S.C. 6039E; Executive Order 11295 (August 5, 1966); and 22 C.F.R. parts 50 and 51.

PURPOSE: The primary purpose for soliciting this information is to establish a possible exigent/special family circumstance exception to Public Law 106-113, Section 236, requiring two parent consent for a minor's passport application.

ROUTINE USES: This information may be disclosed to another domestic government agency, a private contractor, a foreign government agency, or to a private person or private employer in accordance with certain approved routine uses. These routine uses include, but are not limited to, law enforcement activities, employment verification, fraud prevention, border security, counterterrorism, litigation activities, and activities that meet the Secretary of State's responsibility to protect U.S. citizens and non-citizen nationals abroad. More information on the Routine Uses for the system can be found in System of Records Notices State-05, Overseas Citizen Services Records and Other Overseas Records and State-26, Passport Records.

DISCLOSURE: Failure to provide the information requested on this form may result in the refusal or denial of a U.S. passport application.

PAPERWORK REDUCTION ACT STATEMENT

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time required for searching existing data sources, gathering the necessary data, providing the information and/or documents required, and reviewing the final collection. Responding to this collection of information is required to obtain a benefit. You do not have to supply this information unless this collection displays a currently valid OMB control number. If you have comments on the accuracy of this burden estimate and/or recommendations for reducing it, please send them to: U.S. Department of State, Bureau of Consular Affairs, Passport Services, Office of Program Management and Operational Support, 44132 Mercure Cir, PO Box 1199, Sterling, Virginia 20166-1199.

RESET

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STATEMENT OF EXIGENT/SPECIAL FAMILY CIRCUMSTANCES FOR ISSUANCE OF A U.S. PASSPORT TO A CHILD UNDER AGE 16

OMB CONTROL NO. 1405-0216
EXPIRATION DATE: 11-30-2023
ESTIMATED BURDEN: 30 Minutes

1. Child's Name *(Last, First, Middle)*	**2. Child's Date of Birth** *(mm/dd/yyyy)*

3. Applying Parent/Legal Guardian's Name *(Last, First, Middle)*

Last Name		First & Middle Name(s)	

4. Non-Applying Parent/Legal Guardian's Information

Last Name		First & Middle Name(s)	

Date of Birth *(mm/dd/yyyy)*	Other Names They May Have Used

Street	Apartment/Unit

City	State	ZIP Code	Country

Telephone: _____ Email (please print): _____

5. Has any court, either in the United States or abroad, ever issued an order/decree that references the custody or travel of the child in question? *(Example: divorce decree, custody order, protection order, stay away order, restraining order, guardianship order, etc.)*

☐ Yes ☐ No *If yes, submit a certified copy of the most recent court order(s)/decree(s) with this form.*

6. Is the non-applying parent/legal guardian currently incarcerated?

☐ Yes ☐ No *If yes, submit evidence of incarceration with this form, such as a letter from the convicting criminal court, a copy of the incarceration court order, or a copy of the online inmate locator page.*

7. When and how was the last time you communicated with the non-applying parent/legal guardian?

8. Describe your attempts to contact the non-applying parent/legal guardian. *(If you need more space, continue on a separate sheet of paper.)*

Mail: Number of times:_____ Approximate Dates: _____ Result: _____

Phone: Number of times:_____ Approximate Dates: _____ Result: _____

Email: Number of times:_____ Approximate Dates: _____ Result: _____

Social Media: Number of times:_____ Approximate Dates: _____ Result: _____

Other: Have you tried to contact the non-applying parent through a relative or friend? If so, complete the information below.

Relative/Friend #1:

Name: _____ Relationship to the non-applying parent: _____
Ex: Works with non-applying parent

Address: _____ _____ _____
Street *City* *State or Country*

Phone:_____ Approximate Dates:_____ Result: _____

Relative/Friend #2:

Name: _____ Relationship to the non-applying parent: _____
Ex: Works with non-applying parent

Address:_____ _____ _____
Street *City* *State or Country*

Phone:_____ Approximate Dates:_____ Result:_____

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9. In detail, explain how you have attempted to obtain consent from the non-applying parent/legal guardian and why you have not been able to. You may use the information provided in questions 5-8 to help complete your statement.

If you need more space, please continue on a separate paper.

OATH: I declare under penalty of perjury that all statements made in this supporting document are true and correct.

Signature of Parent or Legal Guardian: _____ **Date** *(mm/dd/yyyy)*: _____