



# KAY BAILEY HUTCHISON

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*United States Senator • Texas*

## **Passport Assistance Request Form**

When filling out the following form:

- 1) Please complete **one** form only for each person requiring passport assistance
- 2) Please complete the form in its entirety. Incomplete forms will not be submitted
- 3) **All** requests for assistance with a passport issue should be faxed to **512-916-5839**.
- 4) Please note that inquiries will be conducted for citizens traveling within **two weeks** who have yet to receive their passports.
- 5) If you have contacted another member of Congress for passport assistance, please continue to work with that office. Inquiries from multiple Congressional/Senate offices slows and complicates the process.



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**Departure Date:** \_\_\_\_\_

**(Please note that inquiries will only be made if departure date is in two weeks or less)**

Name (as it appears on the application): \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Passport Application Locator Number: \_\_\_\_\_

(If you would like to track a passport application that has already been entered into the system, you can use your locator number to check online at <http://travel.state.gov>. "Checking the Status of your Application." This number is important because it will indicate which Passport Agency is working the case)

Date Passport Application was submitted: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_

Expedited Service?      Yes       No

Destination of Travel: \_\_\_\_\_

**Signature of Applicant:**