

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 270-782-8315.
- 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.

Departure Date:
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: