

RENEW YOUR 10 YEAR VALIDITY PASSPORT VIA MAIL

AMERICAN CITIZEN SERVICES LIMA - PERU



ELEGIBILITY

You may submit your passport application via mail if all the following conditions apply:

- Your previous passport was issued with a 10-year validity.
- Your previous passport was issued within the last 15 years.
- Your previous passport was issued when you were at least 16 years old
- Your previous passport is not damaged/lost/stolen and you are able to submit that passport.
- You use the same name as on your most recent U.S. passport; or you have changed your name and can submit legal documentation to show this change.

DOCUMENTS CHECKLIST

- ✓ Form DS-82
- ✓ **Proof you paid your application fee.** Printout of email from Pay.gov using this [link](#) that confirms you successfully paid the non-refundable \$130 application fee
- ✓ **Photo:** One WHITE background color passport photo 2" x 2" (5 x 5 cm) taken within the past 6 months; no eyeglasses. See our photo requirements [here](#).
- ✓ **Your most recent full validity U.S. passport.**
- ✓ **A photocopy** of the biographic page of your passport with your photo.
- ✓ **A pre-paid DHL airway bill (AWB).**

PROCEDURE

1. Fill out your form DS-82.
2. Make the payment at Pay.gov and print your confirmation email.
3. Gather the following: your previous passport, your passport photo, copy of your passport and supporting documentation if applicable.
4. Go to a DHL agency, get a pre-paid DHL airbill and mail all the items listed above to the U.S. Embassy in Lima.

1. IMPORTANT INFORMATION FORM DS-82

- Fill out using [Passport Wizard](#), or print out and write legibly.
- Fill out ALL FIELDS correctly and completely.
- Box No. 1: Use the same name as your previous passport. If not, you must provide a certified copy or original of the U.S. legal name change document (U.S. Marriage certificate, U.S. Divorce decree, etc.
- Box No. 5: Social Security Number (SSN) is mandatory. If you do not have a Social Security Number, you must also submit a statement on a separate piece of paper signed and dated, that includes the phrase, “I declare under penalty of perjury under the laws of the United States of America that the following is true and correct: I have never been issued a Social Security number by the Social Security Administration.”
- Box No. 6: You MUST provide an email address; all communications are conducted via email.
- Box No. 7: You MUST provide a local Peruvian telephone number. U.S. phone numbers are acceptable.
- Box No. 8: The Mailing Address must be a local, Peruvian address.
- Box No. 9: You **MUST include your birth name, maiden name, or other names that you have legally used in the past. For dual citizens (Peruvian/U.S. Citizen), applicants must include both last names as is listed** on their Peruvian DNI.
- Remember to **SIGN** the application.

2. PAYMENT

All applicants must pay the application fee (\$130) online the following website:
<https://pay.gov/public/form/start/607957567>

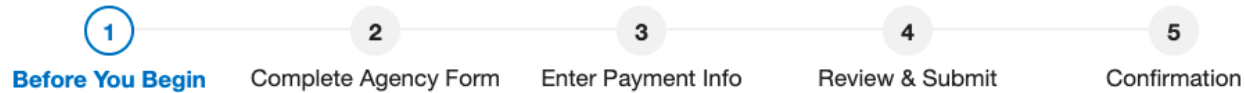
INSTRUCTIONS POR PAY.GOV PAGE

- STEP 1: Read carefully before you begin
- STEP 2: Fill out the payment form
- STEP 3: Choose your payment preference
- STEP 4: Review before submitting



STEP 1: Read carefully

DS-82 U.S. Passport Renewal Application Fee Payment Form



About this form

Use this form to pay your DS-82 U.S. Passport Renewal Application fee. This option is only available to U.S. citizens living abroad in select countries.

Please Note: You must have a valid mailing address located in the consular district of the Passport Renewal Location you select in order to submit a payment through this form.

Accepted Payment Methods:

- Bank account (ACH)
- Amazon account
- PayPal account
- Debit or credit card

With an account you can:

- See the payments you made since you created an account.
- Store payment information so you don't have to re-enter it.
- Copy a form you already submitted the next time you need to make a payment.

To take advantage of these benefits, you can [Sign In](#) or [Create an Account](#). To continue as a guest user, click the 'Continue to the Form' button.

[Preview Form](#)[Cancel](#)[Continue to the Form](#)

STEP 2: Fill out the payment form



DS-82 U.S. Passport Renewal Application Fee Payment Form

Please Note:

You may only use this form to pay for the DS-82 Passport Renewal Application. You may only pay for one passport renewal application at a time. Additional applications must be submitted and paid for separately.

After you have submitted the online payment, please mail all required documents in your passport application to the U.S. Embassy/Consulate that you have selected in the Passport Renewal Location drop-down menu below, using the mailing address and instructions provided on that Embassy/Consulate's website.

Instructions:

1. Complete all fields below. Please note that only letters from the English alphabet may be used. If the applicant's name or address contain non-English letters, please replace the letters with its closest English equivalent.
2. Use the passport applicant's current legal name even if it is different than the name in the applicant's previous passport.
3. If you are paying the application fee on behalf of someone else, please enter the information for the passport applicant. Do NOT enter the payer's information below. The payer's information will be requested on the following screen(s).

* Applicant Surname:	<input type="text"/>
* Applicant Given Name(s):	<input type="text"/>
* Applicant Passport Number:	<input type="text"/>
* Passport Expiration Date: (MM/DD/YYYY)	<input type="text"/>
* Applicant Phone Number:	<input type="text"/>
* Applicant Email Address:	<input type="text"/>
* Applicant Mailing Address:	<input type="text"/>
Applicant Mailing Address 2:	<input type="text"/>
* City:	<input type="text"/>
* Country:	<input type="text"/>
* Postal/Zip Code:	<input type="text"/>
* Passport Renewal Location:	<input type="text"/>

Product you are applying for: U.S. Passport Book

Amount Due: \$110.00

By submitting this form you acknowledge that you are making a payment for one DS-82 U.S. Passport Renewal Application.

Important Note: This payment does NOT complete your passport renewal application. In order to renew your passport, you must mail/courier ALL of the following items to the Passport Renewal Location indicated in this payment confirmation. Please review full instructions provided on the Embassy/Consulate's website:

1. An original, signed copy of your completed DS-82 U.S. Passport Renewal Application form
2. A new 2 inch x 2 inch passport photo on white background
3. Your current expiring passport
4. A printed copy of this confirmation email
5. (Optional) A self-addressed, pre-paid envelope if you wish to have your new passport returned to you by mail.

Press the "Continue" button below to proceed to the payment screen:

[Preview Form](#)

[Continue to Payment](#)



STEP 3: Choose your payment preference

DS-82 U.S. Passport Renewal Application Fee Payment Form



Payment Information

Payment Amount \$130.00

* I want to pay with my

- ☐ Bank account (ACH)
- ☐ Amazon account
- ☐ PayPal account
- ☐ Debit or credit card

[Previous](#)

[Return to Form](#)

[Cancel](#)

[Next](#)

STEP 4: Review before submitting

Applicant Surname
smith

Applicant Given Name(s)
john

[Previous](#)

[Return to Form](#)

[Cancel](#)

[Review and Submit Payment](#)



Remember to print out the electronic payment confirmation you receive via email to include it in the package you send to the Embassy.

3. WHAT YOU NEED TO SUBMIT

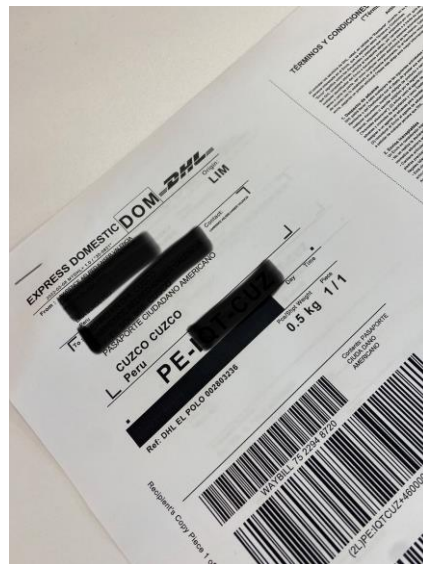
Form DS-82

Original
passport
and copy

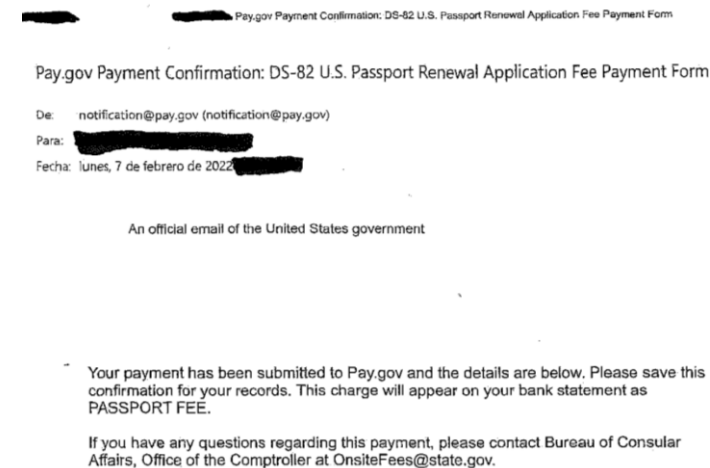


Photos
(2x2inc./5x5cms.)

DHL airway bill



Confirmation
PAY.gov email



4. INSTRUCTIONS FOR DHL

- Go to a DHL agency in Lima or Arequipa (only participating locations)
- Purchase and include a pre-paid DHL airbill (AWB) for return service.
 - Airway bill must contain the applicant's name, as listed in the applicant's U.S. passport.
 - The return of the passport must be in the same place of the issuance of the guide.
- Submit your package to:
 - U.S. Embassy Lima**
 - Avenida La Encalada cdra. 17 s/n**
 - Surco, Lima 33**
 - Peru**

PARTICIPATING DHL LOCATIONS

PUNTO DE VENTA	Distrito	DIRECCION
DHL Plaza San Miguel	San Miguel	Av. La Marina 2000-2100, C.C Plaza San Miguel - Tienda N° B310 - Nuevo Centro Financiero (3er piso)
DHL Centro Aéreo Comercial	Callao	Centro Aereo Comercial Tda 101 Módulo A Sector B Callao
DHL Miraflores	Miraflores	Av. Alfredo Benavides N° 708
DHL La Mar	Miraflores	Avenida Mariscal La Mar N° 785 Tienda 785
DHL Barranco	Barranco	Av. Miguel Grau 1101 Barranco (Alt. Estudio 4 De Barranco – A 1 Cdra. del Estadio Galvez Chipoco)
DHL Magdalena	Magdalena	Av. De La Roca Vergallo 318 C.C. Paseo Fibra Local #S14
DHL Javier Prado	San Isidro	Av. Javier Prado Este 307
DHL San Borja	San Borja	Av. San Luis N° 2211
DHL Fiori	San Martin de Porres	Prolong. Tomas Valle N° 499-A, Agencia Comercial 6 – Centro Bancario Fiori
DHL Jesus María	Jesus María	Jr. Mariscal Luzuriaga 264
DHL La Molina	La Molina	Av. Los Frutales 1095
DHL Arequipa	Arequipa	Calle Santa Catalina 115, Cercado