

# Register of Deeds-Lincoln County, NC

## ***YOU WILL NEED TO BRING THE FOLLOWING:***

### **ADULTS**

- Complete the attached DS-11 application form and fill out the areas shaded in brown on the last two pages
- Proof of Citizenship, i.e. certified Birth Certificate (with parents' names listed), previous passport or naturalization certificate
- Valid Drivers' License or Valid State ID
- \$130.00 Check or Money Order for an Adult Passport Book, \$30 for Adult Passport Card
- \$45.00 Cash, Debit/Credit or Money Order for processing and photo

### **MINORS (under the age of 16)**

- Complete the attached DS-11 application form and fill out the areas shaded in brown on the last two pages
- Proof of Citizenship, i.e. certified Birth Certificate (with parents' names listed)
- Both parents are required to appear, provide valid ID and sign the application (If a parent is unable to appear, they will need to sign a Parental Consent Form, have the form notarized and make of photocopy of **both sides** of their ID for the applying parent to bring)
- \$100.00 Check or Money Order for Minor's Passport Book, \$15 for Minor's Passport Card
- \$45.00 Cash, Debit/Credit or Money Order for processing and photo

**\*Please wear something other than white as it tends to blend into the background when taking passport photos**

***\*\*If all necessary documents and fees are not presented, you may have to reschedule your appointment\*\****

Please call (704) 736-8530 to set up your appointment  
Hours: 9am-3:30pm Monday-Friday

Danny R. Hester  
Lincoln County Register of Deeds  
206 Gamble Drive, 2<sup>nd</sup> Floor, Lincolnton, NC 28092