

Australian Passport Renewal Application (PC7) Cover Sheet

Complete your application barcode number/s <i>Your application number under the barcode must start with 778 to be eligible to submit a mail-in application.</i>	778	[Insert numbers and letters of each application]
You must be able to answer YES to questions 1-13.		YES/ NO
1. INSTRUCTIONS: I have read the application and printing instructions on the High Commission website .		
2. APPLICATION FORM: I have printed and included my complete online application form .		
3. My form is not cut off at the bottom of the page (Interviewing Officer Use Only Section) and the barcode is properly displayed at the top right corner on my printed form.		
4. I have signed inside the signature box in black pen. My signature does not touch the box border.		
5. I have dated Section 5 using Australian date format – DD/MM/YYYY – with no corrections or alterations.		
6. PHOTOS: I have included two identical Australian standard passport photos .		
7. My photos meet the requirements listed on the Australian Passport Office website .		
8. Where did you get your passport photos? <i>-photos from pharmacies and department stores are poor quality and generally not accepted.</i>	Business Name: Address or Website:	
9. My full name is printed on the back of one photo in black ink. Ink is not smudged or overwritten.		
10. My photos are protected in a separate envelope or plastic sleeve. Do not attach photos to forms.		
11. PAYMENT: I have included a completed credit card authorisation form .		
12. COVER SHEET: I have printed and am including this completed cover sheet.		
13. I am sending the application/s to the correct lodging office .		
IMPORTANT: If you did not answer YES to all the above, please re-print your application and start again.		
14. TRAVEL: If you have upcoming travel, please provide dates.	[DD/MM/YYYY] – [DD/MM/YYYY]	
15. Do you intend to use your current passport for upcoming travel? If yes, <i>print and include the itinerary</i> .		
16. Is your travel within the next 3 weeks? If yes, you may need an emergency passport . <i>Include your itinerary and clearly label the outside of your envelope with: "Emergency Passport".</i>		
IMPORTANT: Do NOT send your current passport or any other original documents with your application.		