

## Child renewal - Australian Passport Application Overseas (PC8) Cover Sheet

Complete your application barcode number/s	<b>111</b>	[Insert numbers and letters of each application]
<b>You must be able to answer YES to questions 1-15.</b>		<b>YES</b>
<b>1. APPLICATION FORM:</b> bottom of pages are <b>not cut off</b> - <i>compare printed form to form onscreen.</i>		
2. I am sending the application/s to the correct lodging office_		
<b>3. PARENTS:</b> Parents' current names are written in Sections 13B and 14B.		
4. Both parents have signed/dated in Section 15 - <b>DD/MM/YYYY</b> – with no corrections or alterations. Witness is <b>not</b> related to the child or living in same household. Parents cannot witness each other.		
5. One parent has signed and dated in Section 17 – <b>DD/MM/YYYY</b> – with no corrections or alterations.		
6. Both parents have included a photocopy of their government-issued photo ID and proof of address.		
<b>7. CHILD:</b> child is aged 15 or younger and is renewing an Australian passport.		
8. If aged 10 years or older, child has signed at Section 18 – child signature does <b>not</b> touch box border.		
<b>9. PHOTOS:</b> I have included two identical Australian standard passport photos_		
10. 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:	
11. Guarantor wrote on back of one photo: "This is a true photo of [Child's name]" and signed underneath.		
12. No ink is smudged on the <b>face side</b> of photos.		
13. Photos are protected in a separate envelope or plastic sleeve. <b><i>Do not attach</i></b> photos to forms. <i>No paper clips, tape, or staples.</i>		
<b>14. PAYMENT:</b> I have included a completed credit card authorisation form.		
<b>15. COVER SHEET:</b> I have printed and am including this completed cover sheet.		
<b>IMPORTANT: If you did not answer YES to all the above, please re-print your application and start again.</b>		
<b>16. TRAVEL:</b> If child has upcoming travel, please provide dates.	[DD/MM/YYYY] – [DD/MM/YYYY]	
17. Do you intend to use your child's <b>current</b> passport for upcoming travel? If yes, <i>print and include itinerary.</i>		
18. <b>Is child's travel within the next 3 weeks?</b> If yes, you may need an emergency passport_ <i>Include your itinerary and clearly label the outside of your envelope with: "Emergency Passport".</i>		
<b>IMPORTANT: Do NOT send child's passport or any other original documents with your application.</b>		