



Special Issue 2022

# GRANITE FALLS WASHINGTON

GATEWAY TO THE MOUNTAIN LOOP

## NEW! GRANITE FALLS PASSPORT OFFICE OPENS

The City of Granite Falls is excited to announce the opening of a local Passport Office in May 2022. The Passport Office offers services during evenings and weekends when people are off work and school. The City will assist American citizens in applying for a passport book, a passport card, or both documents. The City also offers passport photos and copy services. The Passport Office is open Monday through Friday from 4 PM to 7 PM and Saturday and Sunday from 10 AM to 4 PM at City Hall, located at 215 S. Granite Ave, Granite Falls, Washington. Appointments are not necessary and the City encourages walk-ins.

**Please note:** it typically takes 8 – 11 weeks for routine processing or 5 – 7 weeks for expedited services. If you need to travel internationally within three business days, you can expedite the processing time by applying at the Seattle Passport Agency.

### HELPFUL INFORMATION FOR PASSPORT CUSTOMERS

**Apply at City Hall:** Without an appointment, qualified applicants may go to Granite Falls City Hall and apply for a passport in person if one of the following is true:

- You are applying for your first U.S. passport or renewing your existing U.S. passport.
- You are under the age of 16.
- Your previous U.S. passport was issued when you were under the age of 16.
- Your previous U.S. passport was lost, stolen, or damaged.
- Your previous U.S. passport was issued more than 15 years ago.

*(Please note that if you live in another country and are applying for a new passport (not renewing), you must apply at a U.S. embassy or consulate.)*

**In preparation, passport applicants will complete or provide the following:**

1. Fill out an application Form DS-11 (link: <https://eforms.state.gov/Forms/ds11.pdf> do not sign the application until the Acceptance Agent instructs you to do so). You may also print the form from the Granite Falls Passport Office page on the City's website.
2. Provide your social security number.
3. Submit an original or certified copy evidencing U.S. Citizenship - one of the following:
  - ◇ Fully valid, undamaged U.S. passport (may be expired).
  - ◇ U.S. birth certificate that meets the following requirements:
    - ◆ Issued by the City, county, or state of birth.
    - ◆ Lists your full name, date of birth, and place of birth.
    - ◆ Lists your parent(s)' full names.
    - ◆ Has the date filed with the registrar's office (must be within one year of birth).
    - ◆ Has the registrar's signature
    - ◆ Has the seal of the issuing authority. (No photocopied certificate.)
  - ◇ Consular Report of Birth Abroad or Certification of Birth.
  - ◇ Certificate of Naturalization.
  - ◇ Certificate of Citizenship.

4. Bring a single-sided, legible photocopy of U.S. Citizenship evidence on 8.5" x 11" standard paper (black & white). Copying is available at the office. *(Continued on back of page.)*



## OPEN EVENINGS AND WEEKENDS!



5. Present your identification - one of the following:

- Valid or expired, undamaged U.S. passport book or passport card.
- Washington State, fully valid driver's license or enhanced driver's license with photo.
- Certificate of Naturalization.
- Certificate of Citizenship.
- Government employee ID (city, county, state, or federal).
- U.S. military or military dependent ID.
- Current (valid) foreign passport.
- Matricula Consular (Mexican Consular ID) - commonly used by a parent of a U.S. citizen child applicant.
- U.S. Permanent Resident Card (Green Card) - commonly used by a parent of a U.S. citizen child applicant.
- Trusted Traveler IDs (including valid Global Entry, FAST, SENTRI, and NEXUS cards).
- Enhanced Tribal Cards and Native American tribal photo IDs.
- Washington State, fully-valid learner's permit with photo (*with an additional ID.*)
- Washington State, fully-valid non-driver ID with photo (*with an additional ID.*)
- Temporary driver's license with photo (*with an additional ID.*)

6. Bring a single-sided, legible photocopy of the identification evidence on 8.5" x 11" standard paper (black & white). Copying is available at the office.

7. Determine if there are any Special Circumstances that you may need to complete additional requirements for:

- ◇ Children under 16.
- ◇ Children 16-17.
- ◇ The previous passport was lost or stolen.
- ◇ Owe more than \$2,500 in unpaid child support.
- ◇ Select your gender marker.
- ◇ Official, diplomatic, or other special issuance passport.

8. Provide a passport compliant (no selfies) 2 x 2 inches photo. We can also provide you with a passport photo for an additional fee.

9. Pay associated fees – **please note that you must pay the application fee and the execution fees separately.**

## CURRENT PASSPORT FEES

### Adults (Age 16 and older):

- Passport Book – Application Fee \$130.00 – Execution (Acceptance) Fee \$35.00.
- Passport Card – Application Fee \$30.00 – Execution (Acceptance) Fee \$35.00.
- Passport Book and Card – Application Fee \$160.00 – Execution (Acceptance) Fee \$35.00.

### Children (Age 15 and younger):

- Passport Book – Application Fee \$100.00 – Execution (Acceptance) Fee \$35.00.
- Passport Card – Application Fee \$15.00 – Execution (Acceptance) Fee \$35.00.
- Passport Book and Card – Application Fee \$115.00 – Execution (Acceptance) Fee \$35.00.

### Expedited service costs an additional \$60.00.

### Pending City Council approval, each applicant's photo costs \$20.00.

To pay for the application and special services such as expediting your application:

- *Submit a check (personal, certified, cashier's, traveler's) or money order payable to the "U.S. Department of State."*
- *Credit and debit cards are not accepted for applications.*
- *Do not cancel your check or money order after you have applied.*

To pay for the acceptance facility separate \$35 fee:

- *Submit a check (personal, certified, cashier's, traveler's) or money order payable to "City of Granite Falls."*
- *Credit or debit card payment through Xpress bill pay.*

## CONTACT US

Granite Falls City Hall  
 215 S. Granite Avenue  
 PO Box 1440  
 Granite Falls, WA 98252  
 360-691-6441 telephone  
 360-691-6734 fax



**Stop by to register to vote, pick up community information, a map of Granite Falls, pay your water bill, or just say hello!**

- Open 8:30 am—5:00 pm Mondays thru Thursdays
- Open 8:30 am—12:00 pm Fridays
- Closed on legal holidays

## Visit our website

[www.GraniteFallsWA.gov](http://www.GraniteFallsWA.gov)

## GRANITE FALLS CITY COUNCIL

The City Council meets on the first and third Wednesdays of each month at 7:00 pm in the Council Chambers at City Hall. City Council work sessions are on the second Wednesday of the month at 7:00 pm.

- Mayor Matt Hartman  
*term expires in 2024*
- Councilmember Tom FitzGerald  
*term expires in 2026*
- Councilmember Steven Glenn  
*term expires in 2026*
- Councilmember Erin Hogan  
*term expires in 2024*
- Councilmember David Griggs  
*term expires in 2026*

## GRANITE FALLS PLANNING COMMISSION

The Planning Commission meets on the second Tuesday of each month at 7:00 pm in the Council Chambers at City Hall.

Seat 1 – Bruce Straughn  
 Seat 2 – Ronald Stephenson  
 Seat 3 – Frederick Cruger (Chair)  
 Seat 4 – Removed by Ordinance  
 Seat 5 – Chris Marsh  
 Seat 6 – Scott Morrison

- **For after-hours water or sewer emergencies, call Public Works at 425-583-1781 or call 9-1-1**
- **For police or fire emergencies, call 9-1-1**
- **For non-emergency dispatch, call 425-407-3999**

**VISIT THE CITY WEBSITE TO LEARN MORE!**