FOR IMMEDIATE RELEASE

Penfield Town Clerk Steklof Announces
“Passport Night in Penfield”
-Passport Services Thursday, March 29-

PENFIELD, N.Y., MARCH 16, 2012 – Penfield residents in need of a new or updated passport are invited to attend “Passport Night in Penfield” on Thursday, March 29, 5:30 to 7:30 PM, at the Town Hall, 3100 Atlantic Avenue. This event comes to Penfield through the partnership of Monroe County Clerk Cheryl Dinolfo, Monroe County Legislators Debbie Drawe and Dan Quatro, and Penfield Town Clerk Amy Steklof. Please call the Town Hall at 340-8627 to sign up in advance, however registration is not required.

“Passport Night in Penfield is always a popular event. The convenience of applying for passports right here in Penfield can’t be beat. Many families still need new documents to visit Canada, this is the night to get that done.” said Supervisor Tony LaFountain.

“Once again, I am very pleased to work with Supervisor LaFountain and the Town of Penfield to help local residents conveniently apply for their passports,” said County Clerk Cheryl Dinolfo. “Whether it’s Passport Night or locating our Mobile DMV Unit at the Town Hall, I commend Penfield leaders for partnering with me in order to bring these important services to the people of this community.”

“With previous passport nights being a tremendous success, we are thrilled to be providing this service in conjunction with County Clerk Cheryl Dinolfo, Supervisor Tony LaFountain and Town Clerk Amy Steklof,” said Legislators Drawe and Quatro. “We encourage everyone to take full advantage of this great and convenient opportunity.”

Residents may also apply for a Passport Card, which is limited to land and sea crossing between the US and Canada, Mexico, Bermuda, and the Caribbean.

“I am excited to partner with County Clerk Cheryl Dinolfo and Legislators Drawe and Quatro to make the passport process easy for our residents. Penfield residents can visit the Town Hall without disruption to their work or school
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schedules. They come in, process their applications, and leave knowing their documents are submitted correctly,” said
Town Clerk Amy Steklof.

Passport applicants must provide proof of U.S. citizenship in one of three forms: a certified copy of a birth certificate
with a raised seal; original naturalization papers, or an old U.S. passport issued in the person’s name. Children under
16 will still need to bring their raised seal birth certificate even if they have an old passport. Proof of identity is also
required in the form of a valid NYS Driver License or non-Driver ID, a valid military ID, naturalization papers issued
to the applicant as an adult, or an INS Alien Registration Card. People born in Monroe County may obtain a copy of
their birth certificate by contacting the Bureau of Vital Statistics. Visit the department’s Web site at

The fee for a new US Passport for an applicant 16 and older is $135 ($110 plus a $25 application fee). For an applicant
under 16 the fee is $105 ($80 plus a $25 application fee). Renewals by mail are $110. Passport cards - which may be
used only for travel by land or sea between the US, Canada, and Mexico - are $55 ($30 plus a $25 application fee) for
age 16 and older and $40 ($15 plus a $25 application fee) for applicants under 16. Passport card renewals are $30.00.
Passport photos remain at $7.00 for a set of two.

For application requirements, residents can visit the County Clerk’s website at http://www.monroecounty.gov/clerk-
passports.php . Residents may download a passport application to complete in advance. Forms are available on the US
Department of State’s Travel Web site at http://travel.state.gov/passport/passport_1738.html .

Passport processing time typically takes 4-6 weeks. Please call the Monroe County Clerk’s Office at 585-753-1600
with specific questions regarding the passport application process.

Please Note: Applicants between the ages of 16 to 18 must appear with a parent or legal guardian. Children under 16
must appear with both parents or legal guardians or one parent or guardian may appear, if and only if, the parent or
guardian that is not present completes and has notarized a DS-3053 Form, Statement of Consent: Issuance of a
Passport to a Minor Under Age 16.

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