



## CONSULADO-GERAL DO BRASIL EM NOVA YORK

### CHECKLIST FOR BRAZILIAN PASSPORT APPLICATION

#### MINORS (younger than 18 years old)

Gather the required documents listed below and bring them to Consulate in person from Monday through Friday,  
from 9am to 11am.

- ( ) **Brazilian birth certificate or Brazilian ID card (RG);**
- ( ) **ORIGINAL ID document from both parents or legal guardian**, which should have signature and a recent photo (preferable passports); and
- ( ) **Authorizing passport issuance form** filled with both parents' or legal guardian's information. The form is available by clicking [here](#). The Consulate General of Brazil won't issue a passport for minor's under 18 without the completed authorizing passport issuance form under any circumstance; the form **MUST** be signed in front of a consular agent during the interview;

**IMPORTANT:** In case one of the parents does not come in person to the Consulate, the parent or legal guardian signature must be authenticated by:

- a Brazilian Consulate; OR
- a "cartorio" in Brazil; OR
- a public notary - in this case, the notary's signature must be certified by the County Clerk. This Consulate **ONLY** accepts notaries and county clerks of its jurisdiction (New York, New Jersey, Pennsylvania and Bermuda Islands). The parents' or legal guardian's signature in the form, even if notarized, must be similar to the signature in the identification document presented. Please find below the list of County Clerks of the jurisdiction of this Consulate:  
NEW YORK: [http://nysac.org/county\\_clerks/directory.php](http://nysac.org/county_clerks/directory.php)  
NEW JERSEY: <http://www.state.nj.us/state/elections/voting-information-local-officials.html>  
PENNSYLVANIA: <http://www.pacourts.us/courts/courts-of-common-pleas/clerks-of-courts>

**Additionally, do not forget to bring:**

- ( ) Recibo de Entrega de Requerimento (RER) filled out, printed and signed;
- ( ) 2x2 inches photo, recent and with white background;
- ( ) "Money Order" from USPS;