U.S. Embassy Tokyo

TOURIST PASSPORT ADULT RENEWAL

If you have travel plans before December 21, 2026, please apply directly with the U.S. Embassy in Tokyo

- BRING THIS CHECKLIST ON THE DAY YOU APPLY
- WE CANNOT ACCEPT YOUR APPLICATION IF ANY OF THE ITEMS ARE MISSING
- PLEASE PLACE A ☑ NEXT TO THE DOCUMENTS YOU WILL BRING TO THE EVENT

#	Item	Complete?
1	**APPLICATION FOR U.S. PASSPORT (DS-82) FORM ONLINE** • Create the application form online: https://pptform.state.gov/ • Handwritten forms will not be accepted • Print it out SINGLE SIDED • Complete the application by signing it	❑·
2	**PRIOR TOURIST PASSPORT (valid 10 years) or PRIOR OFFICIAL PASSPORT (valid 5 years)** • Issued less than 15 years prior to the event (otherwise, refer to "Adult first-time" checklist) • Plus photocopy	❑·
4	**ORIGINAL PROOF OF NAME CHANGE (IF APPLICABLE)** • Marriage Certificate, Divorce Decree, or Court Order • Plus photocopy	❑·
6	**PASSPORT PHOTO** • 2" × 2" color photo on white background • NO eye glasses and NO uniforms • Staple the four (4) corners of the photo to the passport application	❑·
7	**SELF ADDRESSED (MPS) ENVELOPE** • Letter size: 9 1/2 x 12 5/8" OR 10 x 15" • See sample below	❑·
8	**APPLICABLE FEE** • **$130 USD PASSPORT FEE**, which MUST be paid on pay.gov; bring your payment confirmation	❑·

No Stamp Required

YOUR NAME

FPO MAILING ADDRESS

SELF ADDRESSED (MPS) ENVELOPE

