

Australian Passport Renewal Application (PC7) Cover Sheet

Complete your application barcode number/s <i>Your application number under the barcode must start with 778 to be eligible to submit a mail-in application.</i>	778	[Insert numbers and letters of each application]
You must be able to answer YES to questions 1-13.		YES
1. INSTRUCTIONS: I have read the application and printing instructions on the Embassy website .		
2. APPLICATION FORM: I have printed and included my complete online application form .		
3. My form is not cut off at the bottom of the page (Office Use Only section). The barcodes in the top right corner have printed. <i>Compare the printed form to the example on your computer screen.</i>		
4. I have signed inside the signature box in black pen. My signature does not touch the box border.		
5. I have dated at Section 5 in Australian date format – <u>DD/MM/YYYY</u> – with no corrections or alterations.		
6. PHOTOS: I have included two identical Australian standard passport photos .		
7. My photos meet the requirements listed on the Embassy website .		
8. Where did you get your passport photos? <i>We cannot accept photos from Walgreens, CVS, RiteAid, USPS, Fedex, AAA, or Costco. Use our suggested locations.</i>	Business Name: Address or Website:	
9. My full name is written on the back of one photo in black ink. No ink is smudged on the second photo.		
10. My photos are protected in a separate envelope or plastic sleeve. <i>Do not attach photos to forms.</i>		
11. PAYMENT: I have included a completed credit card authorisation form .		
12. COVER SHEET: I have printed and am including this completed cover sheet.		
13. I am sending the application/s to the correct lodging office .		
IMPORTANT: If you did not answer YES to all the above, please re-print your application and start again.		
14. TRAVEL: If you have upcoming travel, please provide dates.	[DD/MM/YYYY] – [DD/MM/YYYY]	
15. Do you intend to use your current passport for upcoming travel? If yes, <i>print and include the itinerary</i> .		
16. Is your travel within the next 3 weeks? If yes, you may need an emergency passport . <i>Include your itinerary and clearly label the outside of your envelope with: “Emergency Passport”.</i>		
IMPORTANT: Do NOT send your current passport or any other original documents with your application.		