

## **CHECKLIST FOR ITALIAN PASSPORT APPLICATION/RENEWAL BY ADULT APPLICANTS:**

1. Disclaimer;
2. Old Italian passport (original) + photocopy (page with the personal data and picture only);
3. Print-out version of your consular file taken from FAST IT (see point 12 for exception and extensive explanation at the bottom of the page);
4. Original AZ driver's license + photocopy;
5. Copy of a recent utility bill (for address verification);
6. Italian passport application form completed, to be signed and dated before the Honorary Consul of Arizona;
7. Money order or cashier's check payable to the "Consulate General of Italy" for the amount of **\$118.40** [note: this amount is valid only **from January 1, 2023 through March 31, 2023**];
8. 2 passport-size pictures;
9. If you (the applicant) have minor children: bring the "Atto di assenso" signed by the other parent before a notary + photocopy of the signer's passport (regardless of whether you and the other parent were never married/are now separated/divorced, and regardless of his/her nationality) + photocopy of the minor child/children's birth certificate. Please note: EU citizens do not need to sign the "Atto di assenso" form before a notary; a simple signature with a copy of the EU passport will suffice. The other parent will need to complete and sign also the bottom portion of your Italian passport application (same as above: notarization + copy of passport attached for non EU citizens).
10. If you were born in the U.S.A.: photocopy of your US passport;
11. If you were born in Italy or outside the US and later moved to the US as a non-citizen: copy of your green card or visa OR copy of your naturalization certificate + US passport if you became a naturalized US citizen;
12. If you recently obtained the recognition of your Italian citizenship through the *iure sanguinis* process and this is the first time that you apply for an Italian passport: copy of the e-mail received from the Citizenship Department confirming your citizenship application approval;
13. 2 pre-paid USPS Priority Express envelopes (flat rate of **\$26.95** each way, for a total of **\$53.90**): one from you to the Consulate in Los Angeles (see address below); one where your address appears on the sender's as well as the recipient's box [from yourself to yourself]. The address of the Consulate is: **Consulate General of Italy, Passport Department, 1900 Avenue of the Stars, Suite # 1250, Los Angeles, CA 90067-4404**;
14. Authorization to return your Italian passport by mail.

\* **Proof of AIRE registration** showing your current address appearing on your valid AZ driver's license is identical to what's on file with the Consulate General of Italy in Los Angeles, CA can be provided in the form of, alternatively:

- a. Print-out of your "scheda consolare" [consular file] taken from the platform created by the Italian Government for all consular services called "FAST IT" [<https://serviziconsolari.esteri.it/ScoFE/index.sco>]. It's free and has a version in English.
- b. AIRE certificate issued by the Comune in Italy (a photocopy is fine), if you have it;
- c. E-mail from Consulate approving your citizenship *iure sanguinis* application (Note: this works only for those who have recently obtained the recognition of Italian citizenship *iure sanguinis*, and are now applying for their 1<sup>st</sup> passport);

If you never registered with the AIRE system of the Consulate General of Italy in Los Angeles, CA or if your registration is not current, please do not make an appointment. Proceed with the AIRE update/registration first and make an appointment with our office only after you have completed the AIRE registration process and have actual proof of your current AIRE registration.

**We will accept your application only if your AIRE registration is current or you have received written confirmation by the Los Angeles Consulate that your registration is current - a phone call between you and the AIRE Department is not sufficient.** We have no access to your AIRE file and depend on you to provide written evidence of your compliance. If you have any questions or need assistance in completing the AIRE registration/update, please contact the AIRE/Anagrafe Department of the General Consulate of Italy in Los Angeles, CA at [anagrafe.losangeles@esteri.it](mailto:anagrafe.losangeles@esteri.it)  
This Honorary Consulate does not act as intermediary on behalf of individuals.