United States Army Garrison Bavaria MPD - Passport Office
Tower Barracks, Building 244, Room 131

TOURIST
Secondary and Renewal Passport for Adults
{Passports for ages 16 and up}
APPOINTMENT REQUIRED

TRAVEL PLANS SHOULD NOT BE MADE WITHOUT A VALID PASSPORT IN HAND!

1. **Completed DS Form 82** online at https://pptform.state.gov/ .

    a. Follow instructions and fill in info as requested.
    b. The application process is a wizard type program, answer the questions appropriately. **Mailing Address must be:**
    (Line 1)DEPT OF THE ARMY DHR/MPD/PASSPORTS
    (Line 2)OPC 415 BOX 41
    APO, AE 09114
    (CITY), (STATE) (ZIP CODE) (LEAVE COUNTRY AS U.S.)
    c. Select the normal fees, you will NOT pay online.
    d. Create the form and **print only the two pages of the application** and bring it with you to the passport office, **DO NOT SIGN!** There will be a barcode in the upper left hand corner of the application when printed.

2. **ALL previously issued passport(s) in your possession. (Tourist and Official/No-Fee)**

3. **Military Identification Card**

4. **Proof of name change** *(if applicable)* – original documentation of any name changes from what is listed on citizenship document (i.e. adoption decrees, court documents).

5. **Payment (money order/cashier's check made payable to Dept. of State) :**
PPT: Book $130 PPT Card: $30

6. **(2) PASSPORT PHOTOS:** Must be in color, 2 x 2 inches in size, taken within the last 6 months to reflect current appearance, plain white background (not in uniform, no white shirts nor pastel colored shirts, no tank tops, no glasses allowed, full face view and not previously used in another passport).

YOU MUST BRING ALL ORIGINAL DOCUMENTS!
For appointments or questions, please email us at **usarmy.bavaria.id-europe.mbx.dhr-mpd-passports@army.mil**