

**MORRIS
COUNTY
CLERK'S
PASSPORT
OUTREACH**



**Jefferson Township
Municipal Building
Council Meeting Room
1033 Weldon Road
Lake Hopatcong, NJ
Wednesday
March 8th, 2023**

**9:00 AM - 2:00 PM
WALK-INS Welcome!
For more information
call (973) 285-6161
or visit
morriscountyclerk.org**

OFFICE OF THE MORRIS COUNTY CLERK

Ann F. Grossi, Esq.
Morris County Clerk

Anna McMahon
Deputy Clerk



PASSPORT OFFICE OUTREACH EVENT
JEFFERSON TOWNSHIP MUNICIPAL BUILDING
1033 WELDON ROAD
LAKE HOPATCONG, NJ 07849
WEDNESDAY, MARCH 8TH, 2023
9:00 AM - 2:00 PM

Walk-ins welcome!

If you require a passport in less than 14 days, it is suggested to make an appointment with the National Passport Information Center by calling 1-877-487-2778 or visiting their website at travel.state.gov.

When applying in-person, all applicants **must** be present and use the brown and white form **DS-11 (version 2022 - black ink only)**

*Note: All applications must include Social Security Number

PLEASE MAKE SURE TO BRING THE FOLLOWING:

1. Citizenship Evidence - Passport, Certified Birth Certificate (listing both parents names), Naturalization Certificate or Consular Report of Birth Abroad
2. One color 2"x2" photo with white or light background (local passport photo centers listed below)
3. Driver's License
4. **No cash accepted. Payment can ONLY be made by personal check, bank check or money order.**

There will be 2 separate fees (2 checks), one to the U.S. Department of State and one to the Morris County Clerk.

Adult - 16 and older: \$130.00 check or money order made payable to the **U.S. Department of State**
\$35.00 check or money order made payable to the **Morris County Clerk**

Child - 15 and under: \$100.00 check or money order made payable to the **U.S. Department of State**
\$35.00 check or money order made payable to the **Morris County Clerk**

Expedite fee is \$60.00 per application and \$19.53 for 1-2 day return delivery service.

Routine Service: 8-11 weeks / Expedited Service: 5-7 weeks

APPLICATIONS MAY TAKE UP TO 15 MINUTES TO COMPLETE AND AN ADDITIONAL 15 MINUTES TO PROCESS.

IF YOU CHOOSE TO FILL OUT THE APPLICATION AHEAD OF TIME, BE SURE TO PRINT IT SINGLE-SIDED AND USE BLACK INK ONLY.

Passport photos are available at the following local businesses (please call to confirm):

CVS - 5740 Berkshire Valley Road, Oak Ridge, NJ 07438

UPS Store 5744 Berkshire Road, Oak Ridge, NJ 07438

Please visit morriscountyclerk.org or call 973-285-6161 for additional information.

**MORRIS
COUNTY
CLERK'S
NOTARY
PUBLIC
OUTREACH**



**Jefferson Township
Municipal Building
Council Meeting Room**

**1033 Weldon Road
Lake Hopatcong, NJ**

**Wednesday,
March 8th, 2023**

9:00 AM - 2:00 PM

WALK-INS WELCOME!

**For More information
call (973) 285-6122**

**or visit
morriscountyclerk.org**

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NOTARY PUBLIC OUTREACH EVENT

JEFFERSON TOWNSHIP MUNICIPAL BUILDING
1033 WELDON ROAD
LAKE HOPATCONG, NJ 07849
WEDNESDAY, MARCH 8TH, 2023
9:00 AM - 2:00 PM

WALK-INS WELCOME!!

Are you a New Jersey Notary Public with a new or renewal commission and need to take the Oath of Office?

Want to avoid a trip to our office in Morristown?

If so, feel free to stop in any time to be sworn in during our Notary Public Outreach event!

Take the oath and have your commission information recorded, all within the matter of minutes!

PLEASE MAKE SURE TO BRING THE FOLLOWING:

1. Notary Public Commission received from the New Jersey State Treasurer's Office
2. Valid Driver's License, Non-driver Identification Card, or U.S. Passport
(Please bring a bank statement or utility bill dated within the last 90 days, if your address has changed and is not reflected on your present Driver's License. Your address must match the address on your commission request. Proof of address must also be provided if using a U.S. Passport as proof of identification.)
3. \$15 bank check, business check or money order made payable to "Morris County Clerk"

PLEASE NOTE:

No cash will be accepted during this event.

Payment can ONLY be made by bank check, business check or money order.

Open to residents of Morris County only and non-residents of New Jersey employed in Morris County.

The Oath of Office must be taken within 90 days of the commission mailing date.

Failure to do so will render the commission invalid and the application process must be restarted.

Please visit morriscountyclerk.org or call 973-285-6122 for additional information.