



U.S. Department of State

SPECIAL ISSUANCE PASSPORT APPLICATION NO-FEE TRANSMITTAL

Facility Identification Number <i>(Non-State Only)</i>		Name of Facility or Consular Post			Date <i>(mm-dd-yyyy)</i>		<i>(Check one)</i> <input type="checkbox"/> Routine <input type="checkbox"/> Expedite		Form _____ of _____		
Name of Acceptance Agent (AA) - <i>(Non-State Only)</i>				Telephone Number of AA or ACS Unit			Email Address of AA or ACS Unit				
Entry Number	Applicant's Name <i>(Please Print or Type)</i>	Date of Birth <i>(mm-dd-yyyy)</i>	Type of Passport Requested					DD Form 1056 Included	Authorization Memo Included	*Travel Authorization	Request for PPT Service DS-1640
			Diplomatic	Official	Service	No-Fee Regular	Tourist DoD/FED <i>(Exception)</i>				
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Stamp or Seal of AA or Consular Officer <i>(if available)</i>			Prepared by						Total # of Applications Included		
			<input type="checkbox"/> By checking this box, I, _____, certify that I am the individual submitting this document. <input type="button" value="LOCK"/> Date <i>(mm-dd-yyyy)</i>								
			Transmittal Tracking or Delivery Confirmation Number								

DS-7691
06-2017

CONSULAR OFFICERS - THIS TRANSMITTAL FORM IS TO BE INCLUDED IN THE ENVELOPE WITH THE TRACKING NUMBER LISTED ABOVE WHEN MAILING OR OTHERWISE DELIVERING SPECIAL ISSUANCE PASSPORT APPLICATIONS.
ACCEPTANCE AGENTS (AA) - PLEASE FOLLOW THE ABOVE INSTRUCTIONS AND RETAIN A COPY OF THIS TRANSMITTAL FORM FOR AT LEAST 24 MONTHS FOR YOUR RECORDS IN ACCORDANCE WITH THE PASSPORT AGENT'S REFERENCE GUIDE.
* FOR THE DEPARTMENT OF STATE - TM-FOUR. FOR ALL OTHER FEDERAL AGENCIES INCLUDING THE DEPARTMENT OF DEFENSE - PERMANENT CHANGE OF STATION (PCS) ORDERS.