

SERVICES AVAILABLE AT THE CONSULATE IN RENNES



A. Registration

As soon as possible after your arrival in France, you should register with the Consulate. Registration will make your presence and whereabouts known in case it is necessary to contact you in an emergency. No information on your whereabouts will be released without your authorization. When you register, be sure to bring your U.S. passport with you to the Consulate. If your passport is lost or stolen, registration will also make replacement easier and faster.

Registration:

- Establishes U.S. citizenship;
- Expedites and simplifies the issuance of passports;
- Simplifies the issuance of consular reports of birth abroad for children born to U.S. citizens parents; this is a vital step in establishing the U.S. citizenship of children born outside the U.S.
- Facilitates provision of benefits in the event of a registrant's death.
- Facilitates assistance in serious personal emergencies such as accidents, arrest, or serious injury.
- Expedites emergency evacuation in case of natural or other disasters, or life-threatening civil disturbances.
- Makes it possible for children's passports to be renewed by mail.
- It can help the Embassy / Consulate assist relatives more effectively and quickly if a registered citizen dies, or in the event of family emergencies

To register with the U.S. Consulate, you may come in person with your United States passport. It should take you no more that a few minutes to complete the registration card and have your passport verified. If you are unable to come, you may choose to cut out and use the registration card to register yourself and your family by mail (make photocopies as necessary). **A separate card is needed for each U.S. citizen to be registered.** Registration is recommended for all U.S. citizens who plan to spend more than 90 days in France. **Information: 02 23 44 09 65.**

WARDEN REGISTRATION CARD

PLEASE COMPLETE THIS REGISTRATION CARD AND RETURN IT TO THE OFFICE OF AMERICAN SERVICES WITH A PHOTOCOPY OF YOUR U.S. PASSPORT.

American Presence Post
30, quai Duguay-Trouin
35000 Rennes

Tel: 02.23.44.09.60 – Fax: 02.99.35.00.92
www.amb-usa.fr/consul/rennes.htm
e-mail: Rennes.ACS@wanadoo.fr

Surname		First & Middle Name		Suffix	
Local Address in France					
City		Care of individual School		Zip Code	Country FRANCE
Gender: MALE FEMALE		Social Security Number			
Date of Birth (MM/DD/YEAR)		Place of Birth (City/Town, State, Country)			
Home Phone Number		Work Phone Number		E-mail (please print clearly)	
PASSPORT #		DATE OF ISSUE	DATE OF EXPIRY	PLACE OF ISSUE	
<u>Departure Date from France</u> MUST BE COMPLETED		<u>Duration of stay in France:</u> _ weeks _ months _ years	<u>Resident::</u> Yes / No (according to your Visa)	<u>Purpose of Visit:</u> (Tourism, study Business, other) (according to your visa)	
EMERGENCY CONTACT INFORMATION (other than your local address)					
Surname			First Name		
Emergency Contact Address			City		
Zip Code		State		Country	
Relationship			Phone Number		
COMMENTS :					MEDICAL ALERT
					YES NO
PRIVACY ACT WAIVER (must be completed) <i>In the event this office is contacted by family or friends inquiring as to my welfare or whereabouts, I DO or DO NOT authorize release of the information contained in this card: (See Reverse for text of Privacy Act.)</i>		FULL Waiver		NO Waiver	LIMITED Waiver
		Family	Congress	Legal Representative	Medical
		Date:		SIGNATURE:	

DEPARTMENT OF STATE PRIVACY ACT STATEMENT

The information solicited on this form is authorized by those statutes of the United States which govern the acquisition and loss of the United States nationality, the issuance and denial of United States passports and related facilities, and the violation of those laws; including but not limited to those statutes codified in Titles 8, 18 and 22, United States Code, and all predecessor statutes whether or not codified, and regulations issued pursuant to Executive Order 11205 of August 5, 1966.

The primary purpose for which the information is intended is to establish citizenship, identity and entitlement to issuance of a United States passport or related facilities, and to properly administer and enforce the laws governing the acquisition and loss of United States nationality, issuance and denial of United States passport and related facilities, and violations of those laws.

The information is made available as a routine use on a need-to-know basis to personnel of the Department of State and other government agencies having statutory or other lawful authority to maintain such information in the performance of their official duties, pursuant to a subpoena or court order directing the production of such information, and as set forth in the Federal Register Volume 40, (pages 40474 and 40475).

Failure to provide the information requested on this form may result in the denial of a United States passport, related document or service.

SOCIAL SECURITY NUMBER: A Social Security number cannot be required. Due to the tremendous volume of applications processed annually, frequently two or more individuals will have identical names and dates of birth. In cases of emergencies, lost or stolen passports, the Social Security number may be used as a secondary means of identification and assist the Department of State in differentiating these individuals.

February 2002

B. Passport renewal

Beginning on April 8, 2002, American citizens residing or traveling abroad who require issuance of a U.S passport are issued the latest, state-of-the-art passport incorporating a photo-digitized image and other enhanced security features. These passports are issued at the National Passport Center (NPC) in Portsmouth, N.H and returned to the consulate by express mail. The consulate will continue to issue passports for emergencies requiring immediate travel.

The Consulate renews expired U.S. passports that were issued less than 15 years ago. If you wish to do so, you should make an appointment with the Consular Services **(02 23 44 09 60)** and come with the following items:

- Your most recent passport,
- Two identical and recent photographs. They must be taken full face with a white or very light background measuring 5x5 cm (2x2 inches). Clarify to the photographer that the photos are specifically for a U.S. passport: photo requirements are different for French and other passports. **Photo booth machine photographs are not acceptable**
- Fees in credit card
- Renewal application form DS-82 filled out

For adults 16 years or older the cost is \$55.00 or the euro equivalent. For children 16 years old or younger the cost is \$40.00 or the euro equivalent.

BY MAIL: You may also renew passports by mail. Parents or legal guardians registered with the Consulate must send a legible photocopy of it along with their children's application materials. Children 14 years or older may sign their own application, parents must sign for younger children.

You may call at **02 23 44 09 60** or E-mail: Rennes.ACS@wanadoo.fr
to request the necessary forms or download them at:

Form DS-82: <http://www.travel.state.gov/DS-0082.pdf>

Credit card payment form: http://www.amb-usa.fr/consul/forms/oas_renewal.pdf

C. Report of Birth

The Consulate in Rennes can register the birth of children born abroad to U.S. citizens and help parents to obtain a first passport and social security number for newborn children. Services are provided **by appointment only (02 23 44 09 65)**. The American parent must bring the child to the office with the following documents, either in the original or certified copy:

- The child's birth certificate issued by the local authorities at the place of birth. For births in France, request the "**extrait de l'acte de naissance copie intégrale**" from the City Hall. Neither the "livret de famille" nor a "fiche individuelle d'état civil" can be accepted as a birth certificate.
- Evidence of the U.S. citizenship of the child's parent(s). (e.g. Passport, naturalization certificate)
- The marriage certificate of the child's parents. If the marriage took place in France, bring the "livret de famille" as well.
- If either of the child's parents has been married before, evidence of termination of that marriage such as an original certified copy of the decree of dissolution or divorce or a death certificate.
- If only one of the parents is a U.S. citizen, a statement by that parent listing the precise periods of his or her actual physical presence in the United States.
- The completed forms which we will send you prior to the appointment.
- For the child's passport, two (2) identical and recent photographs taken full face with a very light background measuring 5cm by 5 cm.
- Fees in credit card. Personal cheks cannot be accepted. The report of birth fee is \$65.00. The first passport for a minor (under 16) cost is \$70.00.

To request an information packet or to make an appointment to register the birth of your child, please call **02 23 44 09 60** or E-mail: Rennes.ACS@wanadoo.fr

D. Notarial Services

Notarial Services are available to all U.S. passport holders and to foreign nationals with documents for use in the United States. They are executed by the Consular Officer and may include documents to be signed before them, statements made under oath, affidavits and acknowledgments. To notarize a document, you must come in person to the office with the following documents:

- A valid passport or piece of identity issued by a Government agency. (E.g. driver licences are acceptable, student ID's are not.)
- The document to be notarized. **DO NOT SIGN THE DOCUMENT.**
- \$30.00, by mandat cash only. Each additional seal provided at the same time in connection with the same transaction will cost \$20 or the euro equivalent (cf : http://www.amb-usa.fr/consul/oas_home.htm)
- If your document must also be witnessed, please bring your witnesses with you. Consular officers and staff may **NOT** be witnesses for notarial purposes.