



OSAC
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Guide to Replacing Missing Passports While Abroad

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Summary

This guide offers a series of steps to take when your passport is lost or stolen while outside of the U.S., how to obtain an emergency passport, and additional tips regarding that process. For additional information please visit [Lost or Stolen Passports Abroad](#) at travel.state.gov.

Step 1: Report Your Passport as Lost or Stolen

As soon as you confirm your passport is lost or stolen, contact the U.S. Department of State [online](#), by mail, or in person. This is important to do to ensure that your identity is not stolen and that your passport is not used for illicit purposes.

You can find your closest U.S. mission (i.e. embassy, consulate, or consular agency) on the country page you are located in on [travel.state.gov](#).

Make sure to visit the embassy website's Passport Services page for the country you are located in, as they may have separate processes specific to that country.

Optional Step – Report to Local Authorities: While it is key to report your passport missing or stolen to the U.S. Department of State, reporting to local authorities is optional. Local authorities may have limited capacity or willingness to assist in finding a missing passport or seeking thieves that have stolen one.

A formal police report may be required for travel insurance claims, or replacing a visa. Contact the nearest in-country consular section for additional information.

Step 2: Make an Appointment

Next, you should make an appointment at the closest U.S. mission.

For most locations, it is recommended to make an appointment over the phone, via email, or using online scheduling forms on embassy websites.

Contact information and scheduling forms will be located on the U.S. Embassy Passport Services webpage for the country you are located in.

Ensure that you inform staff if you need to travel soon and need an **Emergency Passport**, or if you have ample time to receive a replacement passport.

[Online Appointment Scheduler](#): This is being rolled out for select U.S. missions.

Step 3: Get Your Paperwork in Order

When arriving for your passport appointment, you will need to make sure you have all the appropriate materials to ensure the process goes smoothly.

Forms: The forms you need can be found on the travel.state.gov website on the [Passport Forms page](#). The forms can be filled out online via the [Form Filler](#) or you can print them and fill them out with black ink. **Do not sign forms until instructed by a consular officer.** You will need these forms:

[DS-11 – Application for a U.S. Passport](#)

[DS-64 – Reporting a Lost or Stolen Passport](#)

Photo: You will also need to bring a physical passport photograph with the following requirements ([See more tips online](#)):

2x2 inches

Less than six months old

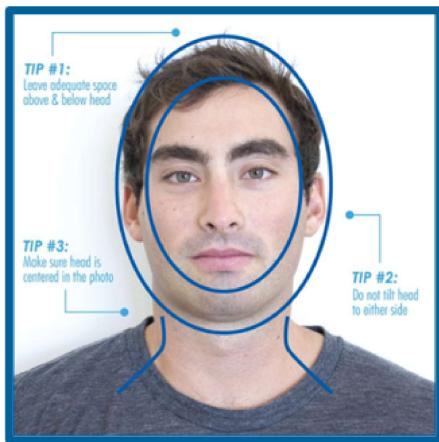
No glasses, uniforms, or head coverings (see DS-11 for exceptions)

Printed on matte or glossy paper

Framed at least 1" below the chin to top of the head

Plain white or off-white background

Photos for emergency passports can be easily taken and printed at affordable costs in most urban areas, with many missions having passport photograph studios located nearby. See the below photograph for recommended framing.



Identification: You will need to bring an acceptable form of identification. [See options here](#).

For information regarding individuals under the age of 18, see instructions on the forms.

Payment: See the pertinent embassy website for acceptable payment methods. Most locations accept exact cash and major credit cards. Estimated passport fees can be found [here](#), and will likely range from \$130-200 USD. If needed, find information on emergency financial assistance for U.S. citizens abroad [here](#).

Emergency Passport Paperwork Checklist

Schedule an appointment

Form DS-11

Form DS-64

Physical 2x2 photograph

Driver's license or other acceptable ID

Acceptable form of payment

Step 4: Attending Your Embassy or Consulate Appointment

Check the embassy or consular website for guidance on visiting the location. Plan to arrive 15 minutes early and ensure you have identification and all necessary documentation. Also, if you intend to be accompanied by friends, relatives, or others, verify any necessary access requirements for them in advance.

Embassy or consulate facilities may not permit cellphones or electronic devices, any kind of digital file storage, camera equipment, large bags or purses, many liquids, or objects that may be used as a weapon.

Step 5: Receiving Your Emergency Passport

While it may be possible to get the emergency passport that same day, processing times will depend on the consular section's workload. However, once it is finalized, they may be able to ship the emergency passport to an address near you within 24-48 hours, if needed – express shipping fees may apply.

Replacement passports will follow a similar process but will not be expedited.

Tip for Using an Emergency Passport: In most cases using a U.S.-issued emergency passport will allow you to return to U.S. soil. However, several countries have restrictions on emergency passports for entry, and you should check the respective embassy website for countries you hope to travel to while using an emergency passport.

Crossing Borders Without a Passport

U.S.-Canada and U.S.-Mexico Borders: If you are unable to wait for a new passport, you may be able to present yourself at a U.S. border crossing. It is highly encouraged to have alternative forms of identification to prove you are a U.S. citizen. The U.S. Customs and Border Protection (CBP) official at the border crossing will have discretion to either permit or deny you entry into the U.S. without your U.S. passport.

Boarding U.S.-bound flights without a passport: Airlines are not likely to permit a traveler to board an international flight without a passport. If you are unable to get a consular appointment prior to your flight, you may attempt to board your flight without a passport. However, you will need to arrive at the airport very early as you will undergo additional screening. Ultimately, it will be up to the airline staff (or Transportation Security Administration (TSA) staff if available) to potentially allow you to board.

Crossing between other countries: It is unlikely that you will be able to transit between countries legally without a U.S. passport. The U.S. Department of State recommends against attempting to do so.

How can OSAC support you?

The OSAC Program Office will likely point you toward the outlined steps above if you, or a member of your organization, find themselves without a passport while abroad. We may be able to facilitate contact with the Regional Security Officer (RSO), but they too will likely direct you to resources online provided by the Bureau of Consular Affairs.

Additional Information

For more information on the security environment in specific countries, feel free to reach out to OSAC's regional distros below:

OSACAfrica@state.gov 
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OSACAsia@state.gov 
OSACEurope@state.gov 
OSACMENA@state.gov 

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Attachments

 [OSAC Report - Replacing Missing Passports While Abroad.pdf](#) 

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