

## **News from the Somerset County Board of Chosen Freeholders**

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FOR IMMEDIATE RELEASE  
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### **Somerset County Clerk Opens for Scheduled In-Person Passport Applications** *Service is By Appointment Only: Walk-Ins Will Not Be Accepted*

**SOMERVILLE, NJ** – Somerset County residents can now apply for passports in person *with an appointment* at the Somerset County Clerk's office. Due to concerns over the COVID-19 pandemic, only one applicant or household will be allowed in the building at a time to apply for a passport. Applicants will also be required to wear a mask and practice social distancing.

"We urge anyone who is planning to travel out of the county early next year and needs a new or renewed passport to take advantage of this opportunity to apply," said Somerset County Clerk Steve Peter. "Because of COVID-19, there is a processing backlog at the State Department, and getting a passport could take significantly longer than in the past."

#### **To secure an appointment, follow the steps below:**

##### **Book Your Trip**

Appointments are required. We will not accept any walk-in applications. To book an appointment, email [passports@co.somerset.nj.us](mailto:passports@co.somerset.nj.us) or call 908-231-7008.

Appointments will be made in one-hour time slots Monday through Friday from 9 a.m.- 3 p.m. Only one household per appointment.

##### **Pack Your Bags**

Before your appointment, please read carefully on our website to see which documents you need to bring and which family members need to be present.

The Somerset County Clerk's office can only accept checks and money orders. You will need a separate check or money order for fees payable to the U.S. Department of State and to the Somerset County Clerk. The Clerk's office will notify applicants of the exact fee during the registration process for those who pay with a money order.

##### **Arrive Safely**

Use the Grove Street entrance to the County Administration Building (on-street, metered parking is available nearby). Applicants must provide identification and submit to a temperature check upon entering the building. Visitors must wear masks and practice social distancing at all times while inside the building.

##### **Sit Back and Relax**

The Department of State is not accepting expedited applications at this time. Due to the large backlog of applications, we cannot provide any estimate of how long processing will take. If you have a true life or death emergency that requires immediate travel (within 72 hours) out of the country, please call the Department of State at 877-487-2778 for assistance.

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