



Consular Section of the U.S. Embassy

MAY 2008
E-NEWSLETTER
FOR THE AMERICAN COMMUNITY

U.S. Embassy Lisbon

Av. das Forças Armadas,
Sete-Rios
1600-081 Lisbon
Tel: 21-727-3300

American Citizen Services
Hours: Monday to Friday
8 am—12 pm, 1:30—4 pm
Tel: 21-727-2122
E-mail: conslisbon@state.gov

For emergencies concerning an American citizen, please call 21-727-3300. This line is answered 24 hours.

U.S. Consulate Ponta Delgada

Av. Principe do Monaco
No. 6-2 F
9500-237 Ponta Delgada
Azores
Tel: 296-282-216

American Citizen Services
Hours: Monday to Friday
9 am—12:30 pm, 1:30—5 pm
E-mail:

U.S. Consular Agency Funchal

Rua da Alfandega, No. 10
2nd Floor, Rooms A & B
9000-059 Funchal
Tel: 291-235-636

American Citizen Services
Hours: Monday to Friday
9 am—1 pm



Closures of the Consular Section for May and June

The Consular Section will be closed for the following upcoming holidays:

May 26—Memorial Day
June 10 — Portugal Day
June 13 — St. Anthony's Day

Consular Officers to Visit the Algarve

On May 29, consular officers from the U.S. Embassy will visit Faro to provide consular services such as: renewing passports; registering births of U.S. citizens; notarizing documents for use in the U.S.; and registering citizens to vote in the U.S. Elections.

The consular staff will be available in the lobby of the Dom Bernardo Best Western, Rua General Teofilo Trindade, No. 20, from 2 to 6 p.m. on May 29. We recommend that you make an appointment beforehand by calling the Consular Section at 21-727-2411 or 21-727-2416. We will be able to better assist you with the documents and fees needed.

The consular staff will not be able to accept credit cards or provide change so please bring exact change, either in Dollars or Euros. You may also pay with a Portuguese postal money order.

Coming in June: Appointment System for Citizen Services

Starting June 2, the American Citizen Services Unit will introduce an appointment system for all services, including passports, birth registrations, notaries, and general inquires. Customers will be able to make an appointment any day of the week by phone, e-mail or via Internet. In addition, we will continue to serve customers on a walk-in basis, from 10:00—11:30 a.m. daily.

The appointment system allows our customers to plan their visit in advance and shorten wait times.

For information on how to make an appointment, please visit our [Appointments Page](#). You may also call 21-770-2122 during our public phone hours, 2 to 4 p.m. daily, or send us an e-mail at: conslisbon@state.gov.

Passport Applications Just Got Easier!

Applying for passports is easier now thanks to a new online system recently launched by the Department of State!

The Passport Application Wizard will help you determine if you need Form DS-11, DS-82, DS-5504 or DS-4085, help you to complete the form online, estimate your payment, and generate the form for you to print - ALL IN ONE PLACE!



Please click here to be directed to the new [Passport Application Wizard](#) link.

Once you've completed and printed your application, you may bring it with you to the Consular Section, or you may mail it in (if you've completed a DS-82 application form.) For those submitting their passport applications by mail, please send to: Embaixada Americana, Seccao Consular, Apartado 43033, 1601-301 Lisboa Codex.

FOR ALL PASSPORT APPLICATIONS!

If you would like to receive your new passport by mail, please provide us with a pre-paid registered mail envelope (Correio Registado) so we can mail the passport to your address. These envelopes can be purchased at any Post Office. The cost is 1.66 euros.

Consular Fees

Passport	Adult Renewal	54.00 €	\$75.00
	Minor Renewal	61.00 €	\$85.00
	Before 16 years old	72.00 €	\$100.00
	Lost/Stolen	72.00 €	\$100.00
Report of Birth Package		108.00 €	\$150.00
Consular Certificate		22.00 €	\$30.00
Notaries	1st document	22.00 €	\$30.00
	2nd Document	14.00 €	\$20.00

PHONE LINE

Call the American Citizen Services Phone Line at anytime for more information about our services.

21-727-2122