



Congress of the United States
House of Representatives
Washington, DC 20515-1406

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RICHMOND, IN 47374

GREENFIELD OFFICE:
18 EAST MAIN STREET, SUITE 210
GREENFIELD, IN 46140

PRIVACY RELEASE FORM

Authorization in Accordance with the 1974 Privacy Act

*****Request for Assistance with Expedited Passport Processing*****

Passport Locator/Application #: _____

Applicant's Full Name: _____

☐ **First-time application** ☐ **Renewal application** **Date Current Passport Expires:** _____

Document(s) applied for: ☐ **Passport book** ☐ **Passport Card (NOT valid for international air travel)**

Date of Birth: _____ **Last 4 of Social Security #:** _____

Home Address: _____ **City:** _____ **State:** IN **ZIP:** _____

Primary/Daytime Phone: _____ **Phone Type:** ☐ Cell ☐ Home ☐ Business

Alternate Phone: _____ **Phone Type:** ☐ Cell ☐ Home ☐ Business

Email Address: _____ **Sign up for Updates/Newsletter:** ☐ Yes ☐ No

Traveling to (City, Country): _____ **Method of Travel** ☐ Air ☐ Sea ☐ Land

Date of Travel: _____ **Date Passport was applied for:** _____

Did you pay for expedited processing? ☐ Yes ☐ No **Wait time quoted:**

Reason for Urgency: ☐ **Life-or-Death Emergency** (immediate family member has died or is seriously ill or injured while abroad and you need to travel outside the United States within 72 hours)
☐ **Planned Travel**

Summary of request...

Please attach any relevant supplemental information, scans, receipts, etc...do not send originals.

THE PRIVACY ACT OF 1974 PROHIBITS THE GOVERNMENT FROM REVEALING ANY INFORMATION FROM THE PERSONAL FILES OF INDIVIDUALS WITHOUT THE EXPRESS WRITTEN PERMISSION OF THE PERSON INVOLVED, DISCLOSURE OF PERSONAL RECORDS TO A MEMBER OF CONGRESS WHO IS ACTING ON BEHALF OF THE CONSTITUENT IS PROHIBITED UNLESS THE INDIVIDUAL TO WHOM THE RECORD PERTAINS HAS CONSENTED.

I, the undersigned, hereby authorize the Office of U.S. Representative Greg Pence to receive all information in my file pertinent to all inquiries on my behalf.

SIGNATURE: _____ DATE: _____

Staff Contact: Dale Buwalda; Email: dale.buwalda@mail.house.gov; Phone: (812) 799-5233

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