

# From the Desk of Ann Christmas, Pompey Town Clerk

**Office Hours: Monday-Thursday 8:30 a.m. – 4 p.m.**

**Monday evenings 6 – 8 p.m.**

**Office Telephone: 682-9877**

Planning to travel outside of the United States?? Travel requirements are changing. Are you ready?? On June 1, 2009, U.S. citizens must present a passport book, passport card or other travel documents approved by the U.S. government to enter the United States from Canada, Mexico, the Caribbean and Bermuda at land borders and sea ports of entry.

I have been designated as an agent of the U.S. Department of State for processing new U.S. Passport applications. Our office can supply all related forms or they may be downloaded from the U.S. Department of State's website. Please note that, due to the time needed to process them, no passport applications will be accepted after 3:30 p.m. (Monday-Thursday) and 7:30 p.m. (Monday evenings)

## Adults (ages 16 and up)

Adult Passports are valid for 10 years. Persons applying for a new Passport must submit a completed application, proof of citizenship, proof of identification, two passport quality photographs which can be taken at the Town Clerk's Office for an additional \$10.00 and cash or check payment. Fee: \$100.00. Passport processing may take up to 6 weeks but applicants have the option of requesting two-week processing for an additional expedite fee of \$60.00.



## Children (ages 15 and under)

Child passports are valid for a period of 5 years. Children must be accompanied by both parents or one parent with a notarized affidavit from the other parent. Parents applying for a new Passport for their children must submit a completed application, the child's proof of citizenship, parental proof of identification, two passport quality photographs which can be taken at the Town Clerk's Office for an additional \$10.00, and cash or check payment. Fee: \$85.00. Passport processing may take up to 6 weeks but applicants have the option of requesting two-week processing for an additional expedite fee of \$60.00.

For more information, please feel free to contact me at 682-9877.

## Dog Licenses

**New York State requires that all dogs over the age of 4 months must be licensed.** My office issues dog licenses under the authority of the New York State Department of Agriculture and Markets. .

To obtain a license, the owner must provide to my office veterinary documentation of a current rabies vaccination and, if the dog has been spayed or neutered, documentation of that. Licensing fees are payable by cash or check: \$2.50 spayed/neutered, \$10.50 unspayed/unneutered.

If you have any questions, please feel free to contact me at 682-9877.

## Microfilming Grant

In February of 2008, I applied for a NYS Archives grant to have certain records microfilmed and digitized. I was notified in July of 2008 that I, like everyone else that applied for this type of grant, was receiving partial funding. I was able to purchase software to use on my computer for researching records. I was able to have the Town minutes microfilmed and digitized from the late 1700s until the present. I was also able to have election records and marriage records microfilmed and digitized. By having this grant we can be assured that our records are preserved for years to come.