



DFAT CREDIT CARD DEDUCTION AUTHORITY
AUTORIZAÇÃO DE DEDUÇÃO COM CARTÃO DE CRÉDITO

FEE(S) TO BE CHARGED/ TAXA(S) A SER(EM) COBRADA(S):

<input type="checkbox"/> Adult Passport (10 year validity) fee (with overseas processing surcharge) / <i>Taxa de Passaporte Adulto (10 anos de validade) (taxa de processamento no exterior inclusa)</i>	<input type="checkbox"/> Senior Passport (5 year validity) fee (with overseas processing surcharge) / <i>Taxa de Passaporte Sênior (5 anos de validade) (taxa de processamento no exterior inclusa)</i>	<input type="checkbox"/> Emergency Passport fee (if approved) / <i>Taxa de Passaporte de Emergência (se aprovado)</i>
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PAYMENT DETAILS / DETALHES DO PAGAMENTO:

Type of card / *Bandeira do cartão*: Visa Mastercard

Card Number / *Número do Cartão*:

Expiry Date (MM/YY) / *Data de Vencimento (MM/AA)*:

CCV / *Código de Segurança*:

Card Holders / *Nome Impresso no Cartão*:

Billing Address/ *Endereço de cobrança*:

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I authorise the Embassy of Australia or Australian Consulate-General to charge my credit card for the items marked above. I understand the fees may be adjusted on the first of each year for inflation adjustment, and that my card will be charged the fees applicable on the day the payment is processed.

Autorizo a Embaixada da Austrália ou o Consulado Geral da Austrália a cobrar meu cartão de crédito pelos itens marcados acima. Entendo que as taxas podem ser ajustadas no primeiro dia de cada ano para ajuste de inflação, e que meu cartão será cobrado as taxas aplicáveis no dia em que o pagamento for processado.

Card Holder Signature / *Assinatura do Titular do Cartão*:

Date / *Data*:/...../.....

DFAT holds all personal information in accordance with our Information Privacy Policy.

O DFAT mantém todas as informações pessoais de acordo com nossa Política de Privacidade de Informações.



Adult Renewal - PC7 Checklist

1. Completed and printed online application form
2. Include 2 Australian standard passport photos - *see guidelines below
3. Completed credit card authorisation payment form and checklist below
4. Post to the Australian Embassy in Brasilia or the General-Consulate in São Paulo (postal addresses available at [Contact us \(embassy.gov.au\)](http://embassy.gov.au))

Passport Application CHECK LIST		
1. Did you complete and print your form from the Australian Passport Office website?		
2. Please check your current home address (delivery address), valid contact phone number and valid email address is on the form		
3. Did you check your biodata details are correct? (Name, Place of Birth, Country of Birth, Date of Birth and Sex)		
4. Did you read and sign the declaration?		
5. Did you sign the declaration inside the box and enter the correct date format - DD/MM/YYYY?		
6. Is your full signature inside the white box only and not touching the box border?		
7. Did you include a minimum of 2 identical photos? Do NOT attach the photos to the form as this may damage them and write your full name in the back of one. Please send the photos in a separate envelope or plastic sleeve.		
8. Did you write your full name on the back of one photo in black ink pen and no ink is smudged on the second photo?		
9. Do your photos meet the photo guidelines - *see below?		
10. Did you complete and sign the payment authorisation form?		
11. Check your form is printed in full - no parts of the form are cut short, including the barcode in the top right corner.		

*If you have any concerns about your photo, please check our [photo guidelines](http://www.passports.gov.au/photo-guidelines) or go to the last page for examples of acceptable photos.

<https://www.passports.gov.au/getting-passport-how-it-works/photo-guidelines>



IMPORTANT:

- **Do not send** your passport or original documents with your application. Original documents will be immediately returned.
- If you find any mistakes, start again. Go back to your online application, check it, print it, sign and date it and complete the checklist again.
- To request your new passport be sent to a different address (e.g. work address), make this request in a [B11 General Declaration](#) form and include this form with your application kit. Please note passports cannot be sent to PO Boxes.
- Make sure your contact details are correct and to monitor your email in case we need to contact you for further information.
- After delivery, allow up to 2 weeks for processing of your application to begin. You will know we are working on your application once you see the charges appear on your credit/debit card statement. Please allow a **minimum of six weeks** to receive a new passport once payment has been taken.
- **PLEASE NOTE** incomplete applications or applications not eligible to lodgment by mail will be rejected and returned, and you will need to mail a complete application or schedule an in person appointment with [any passport office](#).



ACCEPTABLE



Acceptable



Acceptable



Acceptable



Acceptable



Acceptable

UNACCEPTABLE



Side on to camera



Insufficient contrast



Background too dark



Eyes not open/toy visible



No glasses



Hair obscuring face



Background not plain



Eyes/edges of face obscured



Parent visible



Shadows on image and background