

**ELIZABETH
WARREN**

U.S. SENATOR  FOR MASSACHUSETTS

**2400 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203
(617) 565-3170**

Constituent Services Privacy Release Form

Under the 1974 “Right to Privacy Act,” our office is required to obtain your written permission to communicate with agencies on your behalf. Please complete and sign this form authorizing members of my staff to obtain the information needed to respond to your request for assistance. The information obtained will only be used to assist you with the issue(s) you have presented to my office.

Passports are obtained through the U.S. Department of State's Bureau of Consular Affairs. Through your local passport acceptance facility, you can apply for a new passport, renew your old one, and replace a lost, stolen, or damaged passport. The State Department's current processing times for routine and expedited service are available here. My office can assist in various issues related to pending passport applications.

Common Areas of Assistance

Expediting Requests

If you have submitted a passport application and have received a nine-digit passport locator number, my office can request that the National Passport Information Center expedite an application. Please note that my office cannot guarantee the passport will be available by a particular date.

Emergency Requests

My office can assist if you have a pending passport application and are experiencing an emergency situation. This can include life-threatening illnesses, injuries, or deaths of close family members requiring travel within 14 days. In these circumstances, please explain your situation in your personal statement.

For emergencies where you may need to travel within 14 days, and you have not yet submitted a passport application, please contact my office through our Congressional Inquiry Form and indicate your date of departure and lack of a pending application. Please specify the circumstances leading to your dire need, and a member of my team will reach out to you.

Non-Emergency Travel

In circumstances where you plan to travel within 14 days for vacation or non-emergency purposes, please submit a passport application and wait to receive your Passport Locator Number. Once you have received your Passport Locator Number, please contact my office, and we will try our best to assist you. While you will be required to provide proof of travel plans, my office cannot guarantee that you will be able to secure your passport prior to your travel date.

Passport Evidence Issues

In circumstances where you have an issue providing evidence for your passport application, my office may be able to assist you in contacting the National Passport Information Center to resolve the issue.

Limitations to Assistance

My office will do everything possible to assist constituents within the legal and practical limitations of a congressional office. Please note that a congressional inquiry does not guarantee faster processing or a favorable outcome. If my office reviews your concern and determines that it falls outside the scope of congressional assistance, my office will do our best to direct you to the appropriate resource for further help.

- **Upgrading to expedited processing and/or overnight shipping:** Shipping is handled by the passport agency, and my office is legally prohibited from accepting credit card information needed to facilitate faster shipping.
- **Lost or stolen passports:** My office is unable to report a lost or stolen passport on your behalf. If you find that your passport has been stolen or lost, you can report the situation online, via mail, or by calling 1-877-487-2778. If you have not received confirmation of your lost passport report, my office can assist with verifying with the Department of State. Please note that submitting a report of a lost or stolen passport will not automatically result in the issuance of a new passport.

If the above criteria are met, please fill out the form below to contact my office. If your matter is urgent, you may also call our Boston office at (617) 565-3170 or our Springfield office at (413) 788-2690.

Your Information

Title

Prefer not to identify

First Name

Gavin

Last Name

Gaitan

Date of Birth

06/04/2026

Email

gavin@creativengine.com

Phone

8057298396

Phone Type

Home

Address

1234 Memory Lane

asdf

Los Angeles, California 90802

United States

Have you Contacted Sen. Markey or your House Representative Regarding this Matter?

No

Would You Like to Designate Another Person with Whom We May Discuss the Details of Your Case?

No

Do you currently have a case pending before a local, state, or federal court regarding this matter?

No

How can I Help?**Select Agency**

Passports

Request

Expedited Passport Application

Date of Travel

06/11/2026

Date of Birth

06/17/2026

Date Applied

06/29/2026

Social Security Number

asdf

If you have already applied+paid for expedited processing please send us proof of your imminent travel along with your casework submission.

Please provide a brief explanation of your reason for requesting assistance from Senator Elizabeth Warren's office in the space provided below:

asdf

Please Sign, Date and Send to our Office

U.S. Senator Elizabeth Warren and members of her staff have my permission to make inquiries on my behalf, including access to my personal records and/or files as necessary to assist me in the matter that I have presented to her office.

Signature: _____ **Date:** ____/____/____

Options to send to my office:

By Mail:

U.S. Senator Elizabeth Warren
2400 JFK Federal Building
15 New Sudbury Street
Boston MA 02203

By Email:

casework@warren.senate.gov

By Fax:

202-228-4850