

# CONSULAR CHECKLIST

## (LOST/MUTILATED PASSPORT)

EMBASSY ADDRESS:  
1617 MASSACHUSETTS AVENUE  
NW, WASHINGTON D.C.  
20036

- ☐ Personal Appearance + Appointment
- ☐ Duly Accomplished Passport Renewal Form
- ☐ [If Available] Two (2) Photocopies of the lost passport
- ☐ Original or notarized copy of proof of Filipino Citizenship and one (1) photocopy.  
(Such proof may be - but not limited to - a green card, visa, notice of action, work permit, or dual IC)
- ☐ Original and photocopy of Philippine Statistics Authority (PSA) Birth Certificate/Report of Birth
- ☐ [If Lost] Original Notarized Affidavit of Loss
- ☐ [If Lost Passport is still valid] Police Report
- ☐ [If Mutilated] Original Affidavit of Destruction/Mutilation
- ☐ **FOR MARRIED FEMALES** - Original and photocopy of PSA Marriage Certificate
- ☐ Self-Addressed USPS Priority/ Priority Express Return Envelope  
(with postage stamps valued \$9.90 and Tracking Number)
- ☐ Processing Fee (USD \$150.00)  
(ONLY payable in cash or money order made to the "Embassy of the Philippines".  
Personal checks or credit cards are NOT accepted.)



For additional questions, email [passport@phembassy-us.org](mailto:passport@phembassy-us.org)

