Personal Appearance + Appointment
Duly Accomplished Passport Renewal Form
Current e-Passport and photocopy of the data page
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
Personal appearance of either parent or authorized adult companion
PSA-issued Marriage certificate is required if only one parent is accompanying the child.
(If parents are unmarried, a Special Power of Attorney (SPA) and an Affidavit of Support and Consent executed by the mother will be required if she is not accompanying the child)

Original and photocopy of proof of filiation and/or guardianship
Passport or valid ID of either parent
Self-Addressed USPS Priority/ Priority Express Return Envelope
(with postage stamps valued $9.90 and Tracking Number)
Processing Fee (USD $60.00)
(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