

CONSULAR CHECKLIST

(NEW PASSPORT)

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

- ☐ Personal Appearance + Appointment
- ☐ Duly accomplished New Regular Passport Application Form
- ☐ Original and photocopy of Philippine Statistics Authority (PSA) Birth Certificate / Report of Birth
- ☐ **FOR MARRIED FEMALES** - Original and photocopy of PSA Marriage Certificate
- ☐ Original or notarized copy of proof of current Philippine 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)
(Additional Note: absence of any such aforementioned documents will not automatically result in denial of a passport application, and an applicant possessing other evidence that proves that they have retained Filipino citizenship may still proceed with their application subject to the assessment of the Consular Officer.)
- ☐ Self-Addressed USPS Priority/ Priority Express Return Envelope
(with postage stamps valued \$9.90 and Tracking Number)
- ☐ Processing Fee (USD \$60.00)
(Payable in cash or money order made payable to "Embassy of the Philippines". Personal checks and credit cards are not accepted)

ADDITIONAL REQUIREMENT FOR DUAL CITIZENS

- ☐ 1. Original and one (1) photocopy of Identification Certificate issued by the Philippine Foreign Service Post (FSP) or the Bureau of Immigration (BI)
- ☐ 2. Original and photocopy of US passport



For additional questions, email passport@phembassy-us.org

