

REGULAR PASSPORT APPLICATION FORM (MINOR)

THIS FORM IS NOT FOR SALE

DEPARTMENT OF FOREIGN AFFAIRS

Office of Consular Affairs Last Revision: 07 October 2017

Minors are those below eighteen (18) years of age or those over but are unable to fully take care of themselves or protect themselves from abuse, neglect, cruelty, exploitation or discrimination because of a physical or mental disability or condition (RA No. 7610)

INSTRUCTIONS: Please PRINT entries legibly using black or blue ink only. Supply the necessary information and indicate “N/A” for entries with no answers. Tick (v) boxes as appropriate.

Site: PHILIPPINE CONSULATE SYDNEY
 Date/Time:
 Booking Reference no.:

CAPTURE SITE PRE-PROCESSING (Do not write on this part)

APPOINTMENT VERIFICATION:	REMARKS:
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PASSPORT APPLICANT'S INFORMATION

1. LAST NAME

<input style="width: 100%; height: 100%; border: none;" type="text"/>

2. FIRST NAME

<input style="width: 100%; height: 100%; border: none;" type="text"/>

3. MIDDLE NAME

<input style="width: 100%; height: 100%; border: none;" type="text"/>

4. SEX <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	5. DATE OF BIRTH (ex. 01 Jan 2017) <table style="width: 100%; text-align: center; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> </tr> <tr> <td>D</td><td>D</td><td>M</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td><td></td> </tr> </table>											D	D	M	M	M	Y	Y	Y	Y		6. PLACE OF BIRTH (For born in the PHL: Municipality/City & Province For born outside the PHL: Country) <hr/>
D	D	M	M	M	Y	Y	Y	Y														

7a. HOW DID THE APPLICANT ACQUIRE PHL CITIZENSHIP?
 BY BIRTH BY NATURALIZATION BY RECOGNITION BY DERIVATIVE CITIZENSHIP (RA No. 9225)

7b. HAS THE APPLICANT EVER BEEN ISSUED A REGULAR PHILIPPINE PASSPORT?
 YES NO IF YES, PLEASE PROVIDE PASSPORT NO.: _____

8. STATUS OF BIRTH LEGITIMATE ILLEGITIMATE

9. DISTINGUISHING MARKS ON FACE:

10. IS THE APPLICANT CURRENTLY THE SUBJECT OF AN ADOPTION PROCESS OR PARTIALLY/FULLY IN THE CARE OF AN ORPHANAGE? YES NO IF YES, PLEASE PROVIDE PERTINENT DOCUMENTS.

11. IS THERE ANY COURT ORDER OR LEGAL ARRANGEMENTS PERTAINING TO THE CHILD?
 YES, THERE IS. NONE THAT I KNOW OF. IF YES, PLEASE PROVIDE PERTINENT DOCUMENTS.

APPLICANT'S CONTACT DETAILS

12. MOBILE PHONE OF PARENT/GUARDIAN:	13. WORK PHONE OF PARENT/GUARDIAN:
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14. PERSONAL E-MAIL OF PARENT/GUARDIAN:

15a. PRESENT ADDRESS:

15b. HOME ADDRESS:

16. WHERE DO YOU WISH YOUR PASSPORT TO BE DELIVERED? PRESENT ADDRESS HOME ADDRESS

PARENTAL INFORMATION	
16. FATHER'S DETAILS	17. MOTHER'S DETAILS (Single / Maiden Name)
Last Name	Last Name
First Name	First Name
Middle Name	Middle Name
Citizenship (at time of applicant's birth)	Citizenship (at time of applicant's birth)

DECLARATION OF PARENT OR LEGAL GUARDIAN OF THE APPLICANT

I HEREBY DECLARE AND AFFIRM that 1) The applicant is a Filipino citizen. 2) I am the parent or legal guardian of the minor. 3) The information provided in this application is true and correct. 4) The supporting documents attached are authentic. 4) I consent to the verification by the Philippine Government of the information I provided to establish the applicant's personal particulars and further consent to its use for any lawful purpose. 5) I am aware that the information provided in this application will be treated in accordance with relevant privacy regulations. 6) I am aware that under the law, the applicant is only allowed to hold one valid regular Philippine passport at a given time. 7) I am aware that making false statements in this passport application and furnishing falsified or forged documents are punishable by fine or imprisonment, and grounds for suspension or denial of application. 8) I understand and accept that the release of the passport could be subject to delay due to unforeseen events beyond the control of the Department of Foreign Affairs.

19. SIGNATURE OVER PRINTED NAME OF PARENT OR LEGAL GUARDIAN

20. DATE (ex. 01 JAN 2017)

DO NOT WRITE BELOW THIS LINE. FOR THE DEPARTMENT'S USE ONLY.

PROOF OF CITIZENSHIP SUBMITTED	IDENTITY DOCUMENT SUBMITTED	OTHER SUPPORTING DOCUMENTS
<input type="checkbox"/> BIRTH CERTIFICATE from Philippine Statistics Authority <input type="checkbox"/> REPORT OF BIRTH from PHL Statistics Authority/PHL Embassy or Consulate <input type="checkbox"/> CERTIFICATE OF NATURALIZATION <input type="checkbox"/> IDENTIFICATION CERTIFICATE of CITIZENSHIP <input type="checkbox"/> Others: _____	<input type="checkbox"/> SCHOOL IDENTITY CARD <input type="checkbox"/> DSWD CLEARANCE <input type="checkbox"/> Others: _____	<input type="checkbox"/> PARENT/GUARDIAN'S ID <input type="checkbox"/> AFFIDAVIT OF CONSENT TO TRAVEL/SPECIAL POWER OF ATTORNEY <input type="checkbox"/> COURT DECREE ON ADOPTION/GUARDIANSHIP <input type="checkbox"/> Others: _____

REMARKS:	PASSPORT WATCHLIST VERIFICATION:	RETURNED CANCELLED PASSPORT Parent or Legal Guardian's Signature:
PROCESSOR'S SIGNATURE:	ENCODER'S SIGNATURE:	
OFFICIAL RECEIPT/PAYMENT SLIP NO.:	DATE OF TRANSACTION:	

END

REQUIREMENTS FOR THE E-PASSPORT

Filipino citizens are entitled to a Philippine passport. Filipino citizens who have acquired Australian citizenship are eligible to apply for a Philippine passport after the reacquisition of their Philippine citizenship (oath of allegiance under RA 9225). A passport may be renewed at least six (6) months prior to its expiration date. The processing time for an e-Passport is at least six (6) to eight (8) weeks. All Philippine e-Passports are produced in Manila.

FIRST TIME APPLICANTS: First-time applicants are Filipino citizens who have not yet been issued a Philippine Passport.

1. Personal appearance of applicant at the Philippine Consulate.
2. Accomplished Passport Application Form.
3. Birth Certificate (BC) on security paper issued by the Philippine Statistics Authority (PSA) or Report of Birth (ROB) of the applicant issued by either the Philippine Embassy or Consulate.
4. Visa issued by the Australian government, e.g., Visa Entitlement Verification Online (VEVO) or DIAC Certificate of Evidence of Resident Status (CERS)
5. A non-refundable passport processing fee of AUD \$108 (either in cash or postal money order payable to the Philippine Consulate General in Sydney”.

Additional Requirements:

- **Minor Applicants-** Personal appearance of minor applicant and of either parent; If Parents are married-PSA issued Marriage Certificate (MC) or Report of Marriage (ROM) of Parents if married abroad; passport/s of parent/s; Visa of parent/s
- **Dual Citizens-** Identification Certificate, Order of Approval or Oath of Allegiance

PASSPORT RENEWAL:

1. Personal appearance of applicant at the Philippine Consulate.
2. Duly accomplished Passport Application Form
3. Original latest Philippine passport. and photocopy of the passport's data page
4. Birth Certificate issued by the Philippine Statistics Authority (PSA), if passport is not an ePassport (i.e. issued before 11 August 2010).
5. If married, Marriage Certificate, issued by the Philippine Statistics Authority (PSA), if passport is not an ePassport (i.e. issued before 11 August 2010).
6. Visa issued by the Australian government e.g., Visa Entitlement Verification Online (VEVP) or DIAC Certificate of Evidence of Resident Status (CERS)
7. A non-refundable passport processing fee AUD \$108 (either in cash or postal money order payable to the “Philippine Consulate General”

Additional Requirements:

- **Minor Applicants-** Personal appearance of minor applicant and of parent; if Parents are married, PSA-issued Marriage Certificate (MC) or Report of Marriage (ROM) of Parents if married abroad; passport/s of parent/s; Visa of parent/s
- **Dual Citizens-** Identification Certificate, Order of Approval or Oath of Allegiance
- **Married Women** – Marriage Certificate on security paper issued by the Philippine Statistics Authority (PSA), or Report of Marriage (ROM) issued by the Philippine Embassy or Philippine Consulate
- **For married women who would like to revert to their maiden name:** Birth Certificate (BC) issued by PSA; Widower-Death Certificate on security paper from PSA of the deceased husband or Report of Death issued by the Philippine Embassy or Philippine Consulate; Annulled/Divorced- Annotated Marriage Certificate issued by PSA

REPLACEMENT OF A LOST PASSPORT: The Consulate requires certain documents for administrative procedures. The Consulate must also verify the details of the lost passport, which will take at least 15 days.

1. Personal appearance of applicant
2. Duly accomplished Passport Application Form
3. A non-refundable passport processing fee of \$270 for valid lost passport or \$162 for expired lost passport (either in cash or postal money order payable to the “Philippine Consulate”).
4. Photocopy of the data page of lost passport if available.
5. Requirements for the first time applicants is still prescribed.

Additional requirements:

- If the lost passport has expired, an **Affidavit of Loss** explaining the details of the circumstances surrounding the loss of the passport. The Consulate will charge a notarial fee of \$45 for the notarization of the Affidavit of Loss.
- If lost passport is still valid, submit both a written **Police Report** and **Affidavit of Loss**.
- **If the applicant's passport record has inconsistencies, the Consulate will require additional documents to validate necessary details.**