



Republic of the Philippines
Foreign Service of the Philippines
PHILIPPINE CONSULATE GENERAL
447 Sutter Street, 6th Floor
San Francisco, California 94108
www.philippineconsulate-sf.org

APPLICATION FOR PASSPORT AMENDMENT

WARNING: PERJURY IS PUNISHABLE BY LAW. PLEASE COMPLY WITH THE REQUIREMENTS PRINTED AT THE BACK.

BASIC APPLICATION FOR:

EXTENSION (For Official and Diplomatic Passports Only) **AMENDMENT**

NAME: _____
(Last Name / Married Last Name) (First / Given Name) (Maternal Name – if married, Maiden Name)

Date of Birth: _____ Place of Birth: _____

US Address: _____

Telephone Number: _____

Philippine Address: _____

Passport Number: _____

Visa / Immigration Status:

- Permanent Resident
- Seaman
- Other (please specify) _____
- Tourist
- Student
- Contract Worker
- International Organization

Are you a Philippine Government Official or Employee? Yes No

In case of application for amendment of passport, specify change requested:

I HEREBY CERTIFY UNDER PENALTY OF THE LAW TO THE TRUTH AND CORRECTNESS OF THE ABOVE STATEMENTS AND THAT THIS APPLICATION WAS PREPARED BY ME PERSONALLY OR UNDER MY PERSONAL DIRECTION.

Date: _____
(Signature of applicant over printed name)

IMPORTANT: IF APPLICANT IS UNABLE TO APPLY IN PERSON, THIS FORM SHALL BE NOTARIZED.

SUBSCRIBED AND SWORN to before me this _____ day of _____, year 20____, at _____
Doc. No. _____ Page No. _____
Book No. _____ Series of _____

NOTARY PUBLIC

FOR OFFICIAL USE ONLY:

Official Receipt No. _____
Service No. _____
Fee paid \$ _____ Cash Money Order Bank Draft Cashier's Check

Remarks:

Passport received by: _____ **Date:** _____

Requirements Covering Amendments of Certain Entries in Valid Passports and Prescribed by the Rules and Regulations implemented by the Philippine Passport Act of 1996

Basic Requirements:

- Duly accomplished application form for amendment
- Valid Philippine Passport and one (1) photocopy of the passport data page

Amendment of Woman's Name due to Marriage:

- If married in the Philippines, original or certified true copy plus one (1) photocopy of the Marriage Certificate issued by the Local Civil Registrar or National Statistics Office (NSO).
- If married outside of the Philippines, three (3) accomplished Report of Marriage forms including the original and three (3) copies of (a) marriage certificate, (b) valid photo ID of both husband and wife (e.g. driver license, state-issued ID or passport), and (c) female applicant's birth certificate.
- Additional requirements specified below, whichever may be applicable.

Additional Requirements for Amendment of Woman's Name due to Death of Spouse, Annulment of Marriage or Divorce Initiated by a Foreign Spouse:

- Submit the original or certified true copy and one (1) photocopy of:
 - a) Death Certificate of deceased husband; or
 - b) Decree of Annulment; or
 - c) Divorce Decree / Judgment initiated by foreign spouse

Additional Requirements for Amendment of Surname of Legitimated Child by Virtue of a Subsequent Marriage of his / her parents:

- Submit the original or certified true copy and one (1) photocopy of:
 - a) Marriage Certificate of parents;
 - b) Birth Certificate of the child duly certified or issued by the National Statistics Office;
 - c) Amended Birth Certificate of the child duly certified or issued by the National Statistics Office

For US Permanent Residents, please provide the original and one (1) back-to-back photocopy of:

- a) Resident Alien Card; or
- b) Temporary Resident Card; or
- c) Employment Authorization Card

For tourist, students and other non-immigrants, please present the original and provide one (1) photocopy of the corresponding visa.

Amendment Fee is **US\$20.00** in cash, money order, bank draft or cashier's check only. **PERSONAL AND/OR COMPANY CHECKS ARE NOT ACCEPTED.**

For mailed-in applications, please include a self-addressed express mail envelope and postage stamps for USPS express mail next day delivery. The Philippine Consulate General cannot accept payments for postage and will not pay for postage for mailing back the applicant's documents.

Payments for mailed-in applications should be in the form of a money order, bank draft or cashier's check only. **PLEASE DO NOT SEND CASH.**

Kindly ensure full compliance with the requirements. Otherwise, incomplete applications will be returned to the sender using the provided self-addressed and stamped return envelope. The applicant will have to provide a new self-addressed and stamped return envelope along with the completed application papers.

The Consulate General will not be responsible for any loss, damage or delay in the mail.