



## REQUIREMENTS FOR THE E-PASSPORT

The processing time for an e-Passport is at least six [6] 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. Report of Birth of the applicant issued by either the Philippine Embassy or Consulate or NSO-issued Philippine Birth Certificate.
4. A non-refundable passport processing fee (either in cash or postal money order payable to the "Philippine Consulate General in Sydney").
5. If the applicant's passport record has inconsistencies, the Consulate will require additional documents to validate necessary details

### **PASSPORT RENEWAL.**

1. Personal appearance of applicant at the Philippine Consulate.
2. Duly accomplished Passport Application Form
3. Original Philippine passport
4. Photocopy of the passport's first page, last page, and Australian visa page.
5. A non-refundable passport processing fee (either in cash or postal money order payable to the "Philippine Consulate").
6. Applicants who were granted permanent residency status in Australia before 1 July 2007 must submit either (a) printed **Visa Entitlement Verification Online [VEVO] result of entitlement check** made within seven [7] days of date of application or (b) **DIAC Certificate of Evidence of Resident Status [CERS]** issued within three [3] months of the date of application.
7. For all married applicants, photocopy of Philippine Marriage Certificate (if married in the Philippines) or Report of Marriage issued by the Philippine Embassy or Consulate in the country where the marriage was contracted (if married outside of the Philippines). This document is required even if the applicant is not using the husband's surname.
8. If the applicant's passport record has inconsistencies, the Consulate will require additional documents to validate necessary details.

**REPLACEMENT OF A LOST PASSPORT.** The Consulate requires certain documents for the 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 for an interview.
2. Duly accomplished Passport Application Form.
3. A non-refundable passport processing fee (either in cash or postal money order payable to the "Philippine Consulate").

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 for the notarisation of the Affidavit of Loss.
- If lost passport is still valid, both a written **Police Report** and **Affidavit of Loss**.
- If lost passport was issued in the Philippines or by another Philippine Embassy or Consulate, the Consulate must verify the details of the lost passport with the issuing station. The applicant must pay a verification fee. The verification will take at least 15 days.
- If no previous record of the lost passport is found, the applicant must submit an authenticated Birth Certificate from the Philippine **National Statistics Office** and other Philippine documents to establish his/her identity.
- Applicants who were granted permanent residency status in Australia before 1 July 2007 must submit either (a) printed **Visa Entitlement Verification Online [VEVO] result of entitlement check** made within seven [7] days of date of application or (b) **DIAC Certificate of Evidence of Resident Status [CERS]** issued within three [3] months of the date of application.
- For all married applicants, photocopy of **Philippine Marriage Certificate** (if married in the Philippines) or **Report of Marriage** issued by the Philippine Embassy or Consulate in the country where the marriage was contracted (if married outside of the Philippines). This document is required even if the applicant is not using the husband's surname.
- If the applicant's passport record has inconsistencies, the Consulate will require additional documents to validate necessary details.

**DUAL CITIZENS.** Persons who re-acquired Philippine citizenship as a Dual Citizen

1. Personal appearance of applicant at the Philippine Consulate.
2. Duly accomplished Passport Application Form
3. Dual Citizenship Identification Certificate
4. Last Philippine Passport
5. For all married applicants, photocopy of Philippine Marriage Certificate (if married in the Philippines) or Report of Marriage issued by the Philippine Embassy or Consulate in the country where the marriage was contracted (if married outside of the Philippines).
6. A non-refundable passport fee. The fee is paid either in cash or postal money order payable to the "Philippine Consulate".
7. The Consulate may require other documents to validate necessary details if there are inconsistencies in the applicant's personal record.