

*****Bring Originals and Four (4) Sets of Photocopies*****

***** For Tokyo and Osaka, Five (5) Sets of Photocopies*****

(Please arrange the documents according to the order below)

1.) Report of Marriage Form (form prescribed under FSC 75-94)

- a. Entries must be **TYPEWRITTEN OR PRINTED LEGIBLY**
- b. Entries must be at the time of marriage

2.) Negative Certification of Marriage Record from the National Statistics Office (CRS Form No.1)

3.) Marriage Contract / Certificate

-For Marriage Certificates not in English language, kindly submit an English translation of the BC

-For applicants married in Sweden, Germany, Denmark, Estonia, Finland, Latvia, Lithuania and India, the Ministry of Foreign Affairs of the

country of marriage must authenticate the marriage contract/certificate.

4.)☐☐☐ Marriage License or Certificate of Legal Capacity to Contract Marriage

5.)☐☐☐ Birth Certificate of Both Parties

a. For Filipino Citizens: Authenticated birth certificate issued by the NSO

b. For Foreign Nationals: Birth Certificate from origin of birth

6.)☐☐☐ Passports of both parties used at the time of marriage

- Photocopies of bio-data and data pages

- In case of unavailability, execute an Affidavit on the non-submission of documents plus copy of valid/recent passport

7.) Four (4) recent passport size photos of both parties

8.) Notarized Affidavit of Delayed Registration

9.) Notarized Affidavit of Two (2) Disinterested persons

***** For divorced or annulled or legally separated Filipino spouse:** Kindly submit copy of

Marriage Contract issued by the NSO with proper annotation

For widowed Filipino spouse: Death Certificate issued by the NSO or foreign death certificate of previous spouse

For divorced, annulled or legally separated foreign spouse: Kindly submit copy of foreign decree/decision

For widowed foreign spouse: Death Certificate of previous spouse

Note: The Action Officer may require additional proof or documents from applicant/s to determine their citizenship, identity or eligibility for registration of marriage under Philippine Laws.

Forms available online (www.dfa.gov.ph) or at the **DFA ASEANA Consular Records Division Window (Tel. No. 836-7743/44)**

Consular fee: US\$ 25.00 to be paid in pesos at the Cashier, 2nd floor, DFA ASEANA Bldg., Parañaque City