

**EMBASSY of the REPUBLIC of the PHILIPPINES  
Moscow, Russian Federation**

**Application Form for CIVIL REGISTRATION/Services**

Name: \_\_\_\_\_ Sex:  Male  Female  
( Last First MI )

Complete residence Address (in Russia):

(House No. Street No. District Municipality/province )

Tel. No.: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Civil status:  Single  Married  Widowed  Annulled/divorced

Name of spouse (if married) or previous spouse (if widowed, annulled, or divorced): \_\_\_\_\_

Place of Birth: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
(Day/Month/Year)

Passport No.: \_\_\_\_\_ Place of Issuance: \_\_\_\_\_

Date of Issuance: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
(Day/Month/Year) (Day/Month/Year)

Type of visa: \_\_\_\_\_

Date of Issuance: \_\_\_\_\_ Valid until: \_\_\_\_\_  
(Day/Month/Year) (Day/Month/Year)

Embassy ID No.: \_\_\_\_\_ Valid until: \_\_\_\_\_  
(Day/Month/Year)

Company/Organization/School and Address: \_\_\_\_\_

Tel. No.: \_\_\_\_\_

Position in Company/Organization/School: \_\_\_\_\_

**GENERAL REQUIREMENTS:**

- Personal appearance
- Original and photocopy of passport data page and visa
- Original and photocopy of Embassy Registration ID
- Service fee (\$25.00)
- Other documents

**Service Requested (Please Check):**

**REGISTRATION OF BIRTH**

- To establish the birth, citizenship, parentage, legitimacy, and other details of a Filipino child born abroad.
- Child must be registered 30 days after birth.
- R.A. No. 9225 allows illegitimate children to use the surname of their father.
- Application for child's passport and Embassy ID must be simultaneous:

Name of Child \_\_\_\_\_

Age \_\_\_\_\_ Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

Sex:  Male  Female

Civil Status of Parents: \_\_\_\_\_

Reason for Delayed Registration (if applicable)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Other Requirements:**

- Personal appearance of parent/s;
- REPORT OF BIRTH – sworn declaration of the person furnishing information on the birth abroad of a Filipino child; executed by one of the parents (form can be obtained from consular section);
- Certificate of birth issued by hospital or local authorities and authenticated by the MFA ;
- NSO-authenticated marriage contract of parents;
- Other documents
  - Affidavit of Admission of Paternity (for registration of illegitimate children)
  - Affidavit for Delayed Registration (for registration beyond 30 days after birth)
  - Affidavit of two disinterested persons who might have witnessed or have known about the birth of the child
  - Others

**CERTIFICATE OF LEGAL CAPACITY TO CONTRACT MARRIAGE (CLCCM)**

- Sometimes, local authorities require a CLCCM issued by the Embassy before they issue a marriage license to a Filipino who wishes to marry in Russia under Russian laws.

Name of Fiancé/fiancée \_\_\_\_\_  
Nationality of Fiancé/fiancée \_\_\_\_\_  
Place and Date of Marriage \_\_\_\_\_  
Solemnizing Officer \_\_\_\_\_  
Religion/Demonomination/Sangkat/Etc. \_\_\_\_\_

**Other Requirements:**

- Application for CLCCM
- Birth Certificate authenticated by the National Statistics Office (NSO) and the Department of Foreign Affairs (DFA) of the Philippines
- Certificate of Single Status issued by the NSO and authenticated by the DFA
- Other documents (if required)
  - If previously married: death certificate/judicial decree of absolute divorce/judicial decree of annulment or declaration of nullity; annotated marriage contract, authenticated by the DFA
  - If 18-20 years old: parental consent
  - If 21-25 years old: parental advice
  - If 18-25 years old: certificate of marriage counseling

**SOLEMNIZATION OF MARRIAGE**

- Article 10 of the Philippine Family Code states that, “Marriages *between Filipino citizens abroad* may be solemnized by a consul-general, consul or vice-consul of the Republic of the Philippines. xxx.”

Names and ages of parties \_\_\_\_\_

Date of Marriage \_\_\_\_\_

Witnesses (at least two) \_\_\_\_\_

**Other Requirements:**

- Application for Marriage License
- Birth Certificate authenticated by the National Statistics Office (NSO) the Department of Foreign Affairs (DFA) of the Philippines;
- Certificate of Single Status issued by the NSO and authenticated by the DFA;
- Other documents (if from the Philippines, must be authenticated by the DFA)
  - If previously married: death certificate/judicial decree of absolute divorce/judicial decree of annulment or declaration of nullity; annotated marriage contract

- If 18-20 years old: affidavit of parental consent
- If 21-25 years old: affidavit of parental advice
- If 18-25 years old: certificate of marriage counseling;
- 10 days notice;
- At least 2 witnesses of legal age;
- Marriage ceremony

**To Be Issued By The Embassy:**

- Notice of Marriage (publication for 10 days)
- Marriage License (valid for 120 days)
- Marriage Certificate
- Report of Marriage

**Report of Marriage**

- Must be reported 30 days after the solemnization of the marriage

Name of Parties \_\_\_\_\_

Nationality Parties \_\_\_\_\_

Place and Date of Marriage \_\_\_\_\_

Solemnizing Officer \_\_\_\_\_

Religion/Demonomination/Sangkat/Etc. \_\_\_\_\_

**Other Requirements:**

- Report of Marriage form executed by parties in triplicate (form to be obtained from consular section);
- Marriage certificate authenticated by MFA (except if consular officer solemnized marriage);
- Other documents

**Report of Death**

- The death of a Filipino within the jurisdiction of the Embassy shall immediately be reported to the Department and the relatives of the deceased in the Philippines (form attached).

Name of Deceased \_\_\_\_\_

Place and Date of Death \_\_\_\_\_

Cause of Death \_\_\_\_\_

Passport No. of Deceased \_\_\_\_\_

Relationship of Applicant to Deceased \_\_\_\_\_

**Other Requirements:**

- Passport and photocopy of passport of deceased
- Report of Death
- Accounting of personal effects of deceased
- A *Certificate of Death* issued by the Ministry of Foreign Affairs, showing the name, age and nationality of the deceased person, as well as the place, date and cause of death, as certified by the attending physician;
- A duly notarized certificate issued by the Mortuary/Funeral Director, stating that the body was properly embalmed in accordance with internationally accepted health practices; that it is in a sanitary condition consistent with existing standards for overseas shipment; and that the casket has been hermetically sealed and contains only the remains of the deceased;
- A *Certificate of Non-Contagious Disease* issued by the proper health authority, stating that the deceased did not die of a contagious disease or that the remains to be shipped did not originate from a place contaminated by a contagious disease; and

A *Transmit Permit* issued by the proper health authority at the place where transportation begins.

Others [Please specify: \_\_\_\_\_]

REQUIREMENTS:

Other documents (if required)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_