

# REPORT OF BIRTH

Report the birth of a child born overseas to a Filipino parent to secure Philippine citizenship. This is a shortened checklist of our requirements.

## DOCUMENTARY REQUIREMENTS

- Cover letter** indicating the request, enclosed documents, and contact information
- Four (4) original notarized **Report of Birth** forms (must be printed/typewritten)
- Original and four (4) photocopies of the child's **foreign birth certificate**
- Four (4) photocopies of both parents' **passport data page**
- Four (4) photocopies of **parent's proof of Philippine citizenship**  
Example: visa, permanent resident card, work permit, dual citizenship identification certificate
- Original and four (4) photocopies of **parents' marriage certificate** from PH Statistics Authority  
Get your PSA document from [psahelpline.ph](http://psahelpline.ph) or [psaserbilis.com.ph](http://psaserbilis.com.ph)
- Self-Addressed **USPS Priority Mail Flat Rate Envelope** with USD 12.90 stamps
- USD 25 **processing fee** in money order made to the Consulate  
Additional USD 10 expedite fee per document for expedite release

## ADDITIONAL DOCUMENTARY REQUIREMENTS

- IF PARENTS MARRIED AFTER CHILD'S BIRTH**
  - Original and four (4) photocopies of **Certificate of No Marriage** issued by PSA
  - Original and three (3) photocopies of notarized **Joint Affidavit of Legitimation**
- IF PARENTS ARE NOT MARRIED AND THE FATHER WILL ACKNOWLEDGE PATERNITY**
  - Four (4) original notarized **Affidavit of Admission of Paternity** executed by the father
  - Four (4) original notarized **Affidavit to Use the Surname of the Father** executed by mother if child is under 7; by child with mother if child is age 7–17; by child alone if 18+ years old
- IF BIRTH IS REPORTED MORE THAN A YEAR LATER**
  - Original and three (3) photocopies of notarized **Affidavit of Delayed Registration of Birth**
  - Four (4) photocopies of the **child's passport** or ID
- IF CHILD WAS INCLUDED IN PARENT'S DUAL CITIZENSHIP PETITION**
  - Four (4) photocopies of the child's **Dual Citizenship Identification Certificate**

## IMPORTANT INFORMATION

- **ADDITIONAL DOCUMENTS.** The consular officer reserves the right to require additional documents to prove identity and/or citizenship, and ensure accurate and complete personal data entries.
- **FORM CHECK.** You may email the draft ROB form to [seattle.pcg@dfa.gov.ph](mailto:seattle.pcg@dfa.gov.ph) before notary.
- **NEED PSA DOCUMENT?** Order online at [psahelpline.ph](http://psahelpline.ph) to have it delivered to your address abroad.
- **THE CONSULATE ASSUMES NO RESPONSIBILITY** for any delays or loss of documents during mail delivery, or while in the custody of the courier service.
- **GET PSA COPY.** You must request a PSA copy after six months from the date of registration. Most Philippine government agencies will only accept a PSA copy of birth certificates for public transactions.