



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES

5-15-5 Roppongi, Minato-ku 106-8537

Tokyo, Japan

passport@philembassy.net / +813-5562-1600 loc. 128

LOST PASSPORT AND OTHER SPECIAL CASES

LAST NAME / <i>Apelyido</i>		DATE OF APPLICATION <i>Petsa ng Aplikasyon</i>	
FIRST NAME / <i>Pangalan</i>		DATE OF BIRTH <i>Petsa ng kapanganakan</i>	SEX <i>Kasarian</i> F M
MIDDLE NAME / <i>Apelyido ng Ina</i>		PLACE OF BIRTH <i>Lugar ng kapanganakan</i>	
PREVIOUS PASSPORT NO. <i>Numero ng dating pasaporte</i>		DATE OF ISSUE <i>Petsa ng Pagkaloob</i>	PLACE OF ISSUE <i>Lugar ng pagkaloob</i>
TELEPHONE NO. <i>Telepono</i>		VISA / RESIDENCE STATUS	

CASE DESCRIPTION

<input type="checkbox"/> Lost Passport <i>Nawawalang pasaporte</i> (___ Valid ___ Expired)	<input type="checkbox"/> Mutilated / Damaged/ Tampered Passport <i>Pasaporteng nasira o pinakialaman</i>
<input type="checkbox"/> Passport under Assumed Name <i>Pasaporte na ibang pangalan ang ginamit</i> <i>Name (pangalang ginamit):</i> _____ <i>Date of Birth (Ex: 01 Jan 1900):</i> _____ <i>Place of Birth</i> : _____	<input type="checkbox"/> Passport with Discrepancy (FN/MN/LN/DOB/POB) <i>Pasaporteng may maling pangalan, petsa o lugar ng kapanganakan</i> _____

REMINDERS (MGA PAALALA)

1. Ang application para sa *lost, mutilated, damaged, passport with discrepancy* at *passport under assumed name* ay kailangan ng **15-working day clearing and verification period** pagkatapos ng unang *interview*.
2. Kailangang bumalik ng aplikante sa Embassy pagkatapos ng *clearing period* at magpasa ng mga **requirements** na nakalista sa baba ng *form* na ito. Ang mga *application* na may kumpletong requirements ay maaaring mabigyan ng pasaporte kung may *clearance* mula sa DFA.
3. Ang *application* para sa bagong pasaporte ng mga taong gumamit ng ibang pangalan o ibang identity sa kanilang lumang pasaporte (*assumed identity*) ay **kailangang ma-approve ng DFA**.
4. Dalhin ang mga original na dokumento ng sa *requirements* at photocopy na nasa **A4 size**.

DOCUMENTARY REQUIREMENTS FOR SUBMISSION (MGA DOKUMENTONG KAILANGANG IPASA):

<input type="checkbox"/> Duly accomplished application form	Three (3) supporting documents (original and 1 copy): <i>Tatlong karagdagang dokumento (original at 1 kopya):</i>
<input type="checkbox"/> Affidavit of explanation	
<input type="checkbox"/> PSA-issued Birth Certificate <i>Kailangan ng Transcription/local copy mula sa Local Civil Registrar (LCR) kung hindi mabasa ang PSA document.</i>	<input type="checkbox"/> PSA-issued Advisory on Marriages
<input type="checkbox"/> Police report (<i>with English translation</i>)	<input type="checkbox"/> PSA-issued Certificate of No Marriage (GENOMAR)
<input type="checkbox"/> Self-addressed Letter Pack envelope from Japan Post office (510JPY)	<input type="checkbox"/> DFA-Authenticated Baptismal Certificate
<input type="checkbox"/> Kopya ng dating pasaporte, kung mayroon man	<input type="checkbox"/> DFA-Authenticated School Records
<input type="checkbox"/> Two (2) valid IDs <i>Example: Residence/Alien card, Old and current passports or copy of lost passport, Digitized SSS ID, Philippine and Japanese Driver's License, GSIS E-card, PRC ID, IBP ID, OWWA ID, Digitized BIR ID, Senior Citizen's ID, Old school, Alumni or Employment IDs</i>	<input type="checkbox"/> PSA-issued Birth Certificate or Report of Birth of child/ sibling
<input type="checkbox"/> Kung kasal na, PSA-issued Marriage Certificate or Report of Marriage <i>Kailangan ng Transcription/local copy mula sa Local Civil Registrar (LCR) kung hindi mabasa ang PSA document.</i>	<input type="checkbox"/> School records, yearbook issued by Japanese School
<input type="checkbox"/> Passport fee: JPY _____	<input type="checkbox"/> Old IDs with photo and/or signature
	iba pang Requirements:
	<input type="checkbox"/> DFA-authenticated Negative Birth Record
	<input type="checkbox"/> Others: _____

OFFICIAL USE ONLY

FIRST INTERVIEW DATE: ASSESSED BY:	SECOND INTERVIEW <i>Bumalik po sa Consular Section dala ang mga requirements sa araw sa loob ng mga petsang ito:</i> Mula _____ hanggang _____ (1 year period) INTERVIEW TIME: Mula 9:00 AM hanggang 11:00 AM; LUNES HANGGANG HUWEBES LAMANG PO
--	---

REMARKS:

VERIFICATION:	CMS NO:
---------------	---------

FINAL ACTION: <input type="checkbox"/> Process application and report to Manila. <input type="checkbox"/> Others: _____	<input type="checkbox"/> Require compliance	DATE:
---	---	-------