

THE PHILIPPINE EMBASSY
6-8 SUFFOLK STREET, LONDON SW1Y 4HG
UNITED KINGDOM

PASSPORT AMENDMENT APPLICATION

Read the instructions carefully. Your application will not be processed in case of error or non-submission of requirements

SURNAME (maiden name)	FIRSTNAME	MIDDLENAME

DATE OF BIRTH	PLACE OF BIRTH	

PASSPORT NUMBER	DATE OF ISSUE	PLACE OF ISSUE

UK Address _____
e-mail Address _____ Telephone no. _____ Mobile no. _____
Philippine Address _____
Telephone no. _____ Occupation _____
Immigration Status: Permanent Resident Tourist Business Student Contract Worker Seaman Others

Please specify change requested:

MARRIED SURNAME	FIRSTNAME	MIDDLENAME
Married to:		

SURNAME	FIRSTNAME	MIDDLENAME

In case of accident or death, please notify:

PHILIPPINES: NAME _____ ADDRESS _____
TELEPHONE _____

UK: NAME _____ ADDRESS _____
TELEPHONE _____

I hereby certify under penalty of law to the truth and correctness of the above statements and that this application was prepared by me personally or under my personal direction. _____ 20__.

SIGNATURE OF APPLICANT

SIGNING OFFICER _____
RECEIVED BY: _____ DATE _____

How to apply for an Amendment of Philippine Passport

Application for passport amendment may be done in person, or by post with a registered, stamped self-addressed envelope.

The Embassy accepts applications from 9:00 am to 5:00 pm, Mondays thru Fridays. Processed passport amendments will be ready for collection 3 working days from date filed, between 4:00 pm to 5:00 pm.

For mailed-in applications, please make sure that the application form is duly accomplished and photos attached. Please post your application directly to:

Passport Section
The Philippine Embassy
6-8 Suffolk Street
London, SW1Y 4HG

Please enclose the corresponding fee for the passport service you require. The Embassy accepts postal money order only. Please do not send any cash. Personal cheques and credit card payments are not acceptable.

The following are the requirements for passport amendments.

To amend a surname, please submit the following:

1. Applicant's valid passport.
2. Completed passport amendment form.
3. The original and four (4) photocopies of marriage certificate.
4. Four (4) photocopies of husband's valid passport or birth certificate
5. Four (4) photocopies of the data page of applicant's passport.
6. If marriage is performed outside the Philippines, four (4) completed Report of Marriage forms (which are available at the Embassy and at the Embassy website). If the marriage had been solemnized for more than a year prior to the filing of Report of Marriage, there is an additional fee of £18 for late registration.
7. Fee of £18.
8. Four (4) passport size photos of spouse, taken within the last 6 months for the report of marriage.
9. Four (4) passport size photos of applicant taken within the last 6 months for the report of marriage.
10. If you are applying for a new passport with amendment of name, the fee is £36.00 plus £18 for the report of marriage.
11. If you are applying for an amendment on your current passport the fee is £15 plus £18 for the report of marriage.

In the case of death of husband, applicant must provide the original and four (4) photocopies of the death certificate of the late husband.

In case of divorce or annulment, applicant must provide four (4) photocopies of the divorce or annulment papers. Please note that the applicant may have her name changed to that of her second spouse only if the petitioner of the divorce of the previous marriage is the foreign spouse.

If the marriage was solemnized in the Philippines, the applicant must provide the original and 2 photocopies of the marriage contract with registry number (NSO authenticated).