

**CITIZEN'S CHARTER**  
**Embassy of the Republic of the Philippines**  
**Budapest, Hungary**  
2025 (4<sup>th</sup> edition)



## Visa Issuance Services

### NON-IMMIGRANT VISAS

Hungarian nationals may enter the Philippines visa-free for tourism and business purposes for 30 days provided that their passport is valid for at least six (6) months, beyond the intended length of stay in the Philippines and a return ticket or ticket for onward destination. Nationals of Bosnia and Herzegovina and Montenegro need visas and are required to personally apply at the Philippine Embassy in Hungary; while nationals from the Republic of Serbia may apply at the Philippine Consulate in Belgrade, Serbia.

Foreign nationals can go to the Philippine Embassy in Budapest to apply for Philippine visa from Monday to Friday (8:00 AM to 5:00 PM).

New policy:

***Starting May 10, 2024, the Philippines has implemented the e-Travel Customs System in all operational international airports.***

### **Additional Information on Travel to the Philippines of foreign nationals: 9(a) Visa**

1. **For International Arrivals:** Presentation of vaccination status and vaccination certificate for COVID-19 is not required. All arriving international travelers are accepted regardless of their vaccination status;
2. **For Departing International Travelers:** The vaccination requirements depend on the destination country. The Philippine Bureau of Quarantine recommends that travelers check the requirements of their destination country;
3. Have passports valid for a period of at least six (6) months at the time of their arrival to the Philippines;
4. Have valid tickets for their return journey to the port of origin or next port of destination not later than fifty-nine (59) days from date of arrival in the Philippines;
5. All arriving and departing travellers/passengers are required to fill out and register to the **eArrival Card** and the electronic Customs Baggage Declaration Form (e-CBDF) and electronic Currencies Declaration Form (e-CDF), as applicable, within 72 hours prior to the time of departure from port of origin at the e-Travel website at <https://etravel.gov.ph/>, or by downloading the eGovPH application **72 hours prior to arrival or departure from the Philippines**. Present the eArrival Card printout/screenshot upon check-in at the airline counter. Register through:

[etravel.gov.ph](http://etravel.gov.ph)

The Philippine Bureau of Customs would like to reiterate its strict implementation of the following rules on cross-border transfer of currencies:

- a. Any person who brings into or takes out of the Philippines, foreign currency in excess of US\$10,000 or its equivalent, is required to declare the whole amount brought into or taken out of the Philippines in the e-CDF.
- b. For Philippine currency, a person may bring into or take out of the Philippines an amount not exceeding PhP50,000. Amounts in excess of the limit shall require: (a) prior written authorization from the Bangko Sentral ng Pilipinas (BSP); and (b) Numismatics (collection of currency); and (c) Currency awareness. False declaration or Non-Declaration of Philippine or Foreign Currencies and monetary instruments shall result in confiscation by Philippine Customs authorities.

**Note:** A QR code will be generated after one has successfully registered with eTravel. Take a screenshot of, or download, the QR Code as this will serve as your proof of registration.

Please see the advisories posted in the Embassy's official website and Facebook page to learn the latest travel restrictions in place. For visa-related concerns, clients are advised to communicate with Post's Consular Section (email: [budapest.pe@dfa.gov.ph](mailto:budapest.pe@dfa.gov.ph)). Only mailed in applications from outside Hungary are accepted.

<b>Office or Division:</b>	Consular Section	
<b>Classification:</b>	Complex	
<b>Type of Transaction:</b>	G2C	
<b>Who may avail:</b>	Foreign nationals applying for Philippine visas	
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>
Personal appearance		
<b>Tourism Visa Applicants</b>		
1. Accomplished <i>Visa Application</i> form (FA Form No. 2)		Downloadable from Budapest PE's website ( <a href="http://www.budapestpe.dfa.gov.ph">www.budapestpe.dfa.gov.ph</a> )
Unaccompanied Alien Minor Passengers Traveling to the Philippines		
Non-Filipino travellers below fifteen (15) years old are not permitted entry unless accompanied by parent/s, legally appointed guardian or joining parent/s in the Philippines. It is permissible, however, for unaccompanied foreign minors to travel		

<p>to the Philippines provided they submit to the Immigration Office at the port of entry the following documents:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Affidavit of request and consent by either parent or legally appointed guardian of the child, naming therein the person who will be accompanying the child to the Philippines and with whom the child will reside in the country. The said affidavit must be duly notarized by a local notary public.</li> <li><input type="checkbox"/> Clear photocopy of the data page of the child's passport;</li> <li><input type="checkbox"/> Clear photocopy of the data page of the passport of the accompanying adult or guardian.</li> </ul> <p>2. Original and a photocopy of the Passport of applicant</p> <p>Passport must be valid for at least six (6) months, beyond the intended length of stay in the Philippines.</p> <p>3. Two passport size photos (4.5 cm x 3.5 cm) taken within the last six months</p> <p>4. Travel itinerary or ticket/flight reservation (entry &amp; exit); please do not purchase your ticket yet, <b>VISA APPLICANTS are strongly advised to finalize their flight booking only after the visa is granted.</b></p> <p>5. Proof of Financial Capacity (latest bank statement)/Proof of Employment (evidence of sufficient funds for travel expenses, accommodation and subsistence)</p> <p>6. Hotel booking or proof of lodging</p>	<p>Client, notary public</p> <p>Client</p> <p>Client</p> <p>Client</p> <p>Client</p> <p>Client</p> <p>Client</p> <p>Client</p> <p>Local authority where the client is residing</p>
--	--

7. Police clearance/Certificate of No Criminal Record	
<p><b>Business Visa Applicants</b></p> <ol style="list-style-type: none"> <li>1. Accomplished <i>Visa Application</i> form (FA Form No. 2)</li> <li>2. Original and a photocopy of the Passport of applicant. Passport must be valid for at least six (6) months, beyond the intended length of stay in the Philippines.</li> <li>3. Two passport size photos (4.5 cm x 3.5 cm) taken within the last six months</li> <li>1. Travel itinerary or ticket/flight reservation (entry &amp; exit); please do not purchase your ticket yet, <b>VISA APPLICANTS are strongly advised to finalize their flight booking only after the visa is granted.</b></li> <li>4. Certification from the visa applicant's employer or firm in Hungary / Bosnia and Herzegovina / Montenegro/ the Republic of Serbia, Romania, Republic of Bulgaria, Republic of Moldova guaranteeing coverage of his/her expenses while in the Philippines.</li> <li>5. Letter from firm/company in the Philippines attesting to the business activity of the visa applicant.</li> <li>6. Hotel booking or proof of lodging</li> <li>7. Police Clearance/Certificate of No Criminal Record</li> </ol>	<p>Downloadable from Budapest PE's website (<a href="http://www.budapestpe.dfa.gov.ph">www.budapestpe.dfa.gov.ph</a>)</p> <p>Client</p> <p>Client</p> <p>Client</p> <p>Client's employer</p> <p>Philippine counterpart of client's employer</p> <p>Client</p> <p>Local authority where the client is residing</p>

<p><b>For Officials of International Organizations Travelling on Duty Travel/Mission</b></p> <ol style="list-style-type: none"> <li>2. Accomplished <i>Visa Application</i> form (FA Form No. 2)</li> <li>3. Original and a photocopy of the Passport of applicant. Passport must be valid for at least six (6) months, beyond the intended length of stay in the Philippines.</li> <li>4. Two passport size photos (4.5 cm x 3.5 cm) taken within the last six months</li> <li>5. Travel itinerary or ticket/flight reservation (entry &amp; exit); please do not purchase your ticket yet, <b>VISA APPLICANTS are strongly advised to finalize their flight booking only after the visa is granted.</b></li> <li>6. Note Verbale from the International Organization indicating the purpose of his/her travel. Visa issuance is gratis.</li> </ol>	<p>Downloadable from Budapest PE's website (<a href="http://www.budapestpe.dfa.gov.ph">www.budapestpe.dfa.gov.ph</a>)</p> <p>Client</p> <p>Client</p> <p>Client</p> <p>Foreign government entity/institution</p>
<p><b>For Seaman Joining a Ship/Vessel In the Philippines</b></p> <ol style="list-style-type: none"> <li>1. Accomplished <i>Visa Application</i> form (FA Form No. 2)</li> <li>2. Two recent colored photo with white background</li> <li>3. Original and a photocopy of the Passport of applicant. Passport must be valid for at least six (6) months, beyond the intended length of stay in the Philippines.</li> <li>4. Personal Appearance</li> </ol>	<p>Downloadable from Budapest PE's website (<a href="http://www.budapestpe.dfa.gov.ph">www.budapestpe.dfa.gov.ph</a>)</p> <p>Client</p> <p>Client</p> <p>Client</p>

<p>5. Valid Seaman's Book and copy of data page</p> <p>6. Travel itinerary or ticket/flight reservation (entry &amp; exit); please do not purchase your ticket yet, <b>VISA APPLICANTS are strongly advised to finalize their flight booking only after the visa is granted.</b></p> <p>7. Certification/Letter from manning agency attesting to the purpose of the seaman's trip to the Philippines. The Certification must indicate the name of the ship/vessel and the port at which it is located</p>	<p>Client</p> <p>Client</p> <p>Client's employer</p>
---	--

Client Steps	Actions	Fees to be paid	Processing time	Person responsible
<p>1</p> <p>Proceed to the reception area and submit the duly filled-out application form together with supporting documents</p>	<p>Evaluate the documents submitted and verify the names and details of the applicant in the Embassy look out list database</p> <p>Process and issue receipt to approved applicant. Indicates date of release of approved visa on the receipt provided to the client</p> <p>Release is after three (3) working days</p>	N/A	5 mins	Visa Officer

<p>2 Proceed to the Cashier to pay the service fee</p>	<p>FO collects payment</p>	<p><u>9(a) Temporary Visitor's visa</u></p> <p>Single entry valid for 3 months: US\$30 / HUF 14,100</p> <p>Multiple entry valid for 6 months: US\$60/HUF 28,200</p> <p>Multiple entry valid for 12 months: US\$90/HUF42,300</p> <p><u>9(a) Temporary Visitor's visa for Restricted nationals</u></p> <p>Single entry valid for 3 months: US\$40 / HUF 18,800</p> <p>Multiple entry valid for 6 months: US\$80/HUF 37,600</p> <p>Multiple entry valid for 12 months: US\$120/HUF56,400</p> <p><u>Seaman's Visa</u> US\$20/HUF9,400</p> <p>(Overtime Fee – US\$10/HUF 4,700)</p>	<p>2 mins</p>	<p>Finance Officer</p>
<p>5 Release: Proceed to the reception area and present the official receipt</p>	<p>After collection of receipt, locate the client's passport with PH visa for release.</p>	<p>N/A</p>	<p>2 mins</p>	<p>Consular Officer</p>

<b>FEEDBACK AND COMPLAINTS MECHANISM</b>	
<b>How to send feedback</b>	Fill out the client feedback form available at the reception counter. Drop the accomplished form in the designated drop box located at the reception counter.
<b>How feedbacks are processed</b>	All feedbacks are read by the Embassy officers. These are lodged and reported to the headquarters. Areas for improvements are addressed.
<b>How to file a complaint</b>	Fill out the client feedback form available at the reception counter. Drop the accomplished form in the designated drop box located at the reception counter. Client can also send an email directly to the contacts below. Please provide client's name and contact information and nature of complaint.
<b>How complaints are processed</b>	All written complaints are read by the Embassy officers and investigations are instigated depending on nature of the case. Complaints can be elevated depending on the gravity of the case.
<b>Contact Information of the Philippine Embassy in Budapest</b>	<b>Telephone number:</b> 00-36-1-391- 4300; <b>Duty Officer's Contact Number:</b> 00-36-30-202-17-60 <b>Email:</b> <a href="mailto:budapest.pe@dfa.gov.ph">budapest.pe@dfa.gov.ph</a>