



REQUIREMENTS FOR REPORT OF BIRTH

1. Five (5) original duly accomplished Report of Birth forms (*if applying by mail, forms must be notarized*)
2. At least one of the parents and the child must be present at the Embassy when filing the application
3. Five (5) copies of the following:
 - a. Child's birth certificate (original must be presented)
 - b. Parent's marriage certificate/contract (with English translation, if in another language)
 - c. Photocopy of parents' birth certificates
 - d. Data pages of the Filipino parent's Philippine passports
 - e. Copies of parents' passports and residence cards
4. If report is filed more than 12 months after the child's birth: One original and four (4) copies of notarized Affidavit of Delayed Registration of Birth (*download template at the Embassy Website*).
5. If the parents are not legally married and the father's surname will be used by the child:
 - Affidavit of Admission of Paternity (AAP) (*download template at the Embassy Website*), accomplished by the child's father, to be signed before a consular officer at the Embassy. If the father is not in Hungary, this document must be apostillized in the Ministry of Foreign Affairs in the country where he resides or by the Department of Foreign Affairs if he is in the Philippines.
 - Affidavit to Use Surname of the Father (AUSF) (*download template at the Embassy Website*), accomplished by the child's mother, to be signed before a consular officer at the Embassy.
6. If the father's whereabouts is unknown, a Personal Handwritten Instrument (PHI, such as a personal letter) written by the father which states his acknowledgment of his paternity of the child and copy of the father's identification (such as a journal, letter, insurance, inheritance, last will of testament).
7. If parents are not legally married and the mother's surname will be used by the child: Notarized Affidavit of Illegitimacy.
8. If the parents were married after the child's birth: Notarized Affidavit of Legitimation.
9. Processing fee: Report of Birth - US\$25.00

If the child is being applied for a Philippine passport, the following must be prepared:

- Accomplished Application Form for Passport Renewal

These additional fees may apply if applicable:

- Legalization of AAP or PHI US\$25.00
 - Legalization of AUSF US\$25.00
 - Affidavit of Late Registration US\$25.00
 - Certificate of Registration fee US\$25.00
 - Passport fee US\$60.00
- FEES (payment must be in cash)