



**REPORT OF BIRTH  
 CHILD BORN ABROAD OF PHILIPPINE PARENT**

FA FORM NO. 40  
 Revised 15 JANUARY 2009 (USA)

PLEASE TYPE OR PRINT LEGIBLY USING BLACK OR BLUE INK IN THE SPACE PROVIDED. IF NOT APPLICABLE, WRITE N/A.

CHILD

1. CHILD'S LAST NAME (surname or family name)		4. DATE OF BIRTH		5. TIME OF BIRTH		6. WEIGHT AT BIRTH	
2. CHILD'S FIRST NAME (given name(s) written on birth certificate)		DAY   MONTH (write whole word)   YEAR		HOUR   MINUTES			
3. CHILD'S MIDDLE NAME (mother's maiden surname)		7. PLACE OF BIRTH (hospital or institution, city, state or province, country)					
8. SEX <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE		9a. TYPE OF BIRTH <input type="checkbox"/> SINGLE <input type="checkbox"/> TWIN <input type="checkbox"/> TRIPLET <input type="checkbox"/> ETC.		9b. IF MULTIPLE BIRTH, CHILD WAS <input type="checkbox"/> FIRST <input type="checkbox"/> SECOND <input type="checkbox"/> THIRD <input type="checkbox"/> OTHERS, Specify _____		9c. BIRTH ORDER (include live births, fetal deaths and this delivery) (first, second, third, etc.)	
10a. CHILD'S CITIZENSHIP		10b. IF MULTIPLE CITIZENSHIPS, SPECIFY ALL OTHER CITIZENSHIPS					

MOTHER

11. MOTHER'S NAME (last name, first name, mother's maiden surname)				11A. Telephone Number			
12. MOTHER'S CIVIL STATUS		13. MOTHER'S RACE		14. MOTHER'S OCCUPATION		15. MOTHER'S RELIGION	
16. MOTHER'S DATE OF BIRTH			17. MOTHER'S PLACE OF BIRTH				
DAY   MONTH (write whole word)   YEAR							
18a. TOTAL NO. OF CHILDREN ALIVE		18b. NO. OF CHILDREN STILL LIVING INCLUDING THIS BIRTH		18c. NO. OF CHILDREN BORN ALIVE BUT ARE NOW DEAD			
19. MOTHER'S CITIZENSHIP AT TIME OF CHILD'S BIRTH				20. PROOF OF MOTHER'S CITIZENSHIP			
21. IF NATURALIZED PHILIPPINE CITIZEN, STATE DATE AND PLACE OF REGISTRATION AS PHILIPPINE CITIZEN							
22. MOTHER'S CURRENT ADDRESS							

FATHER

23. FATHER'S NAME (last name, first name, mother's maiden surname)				23A. Telephone Number			
24. FATHER'S CIVIL STATUS		25. FATHER'S RACE		26. FATHER'S OCCUPATION		27. FATHER'S RELIGION	
28. FATHER'S DATE OF BIRTH			29. FATHER'S PLACE OF BIRTH				
DAY   MONTH (write whole word)   YEAR							
30. FATHER'S CITIZENSHIP AT TIME OF CHILD'S BIRTH				31. PROOF OF FATHER'S CITIZENSHIP			
32. IF NATURALIZED PHILIPPINE CITIZEN, STATE DATE AND PLACE OF REGISTRATION AS PHILIPPINE CITIZEN							
33. FATHER'S CURRENT ADDRESS							
34. PLACE OF MARRIAGE OF PARENTS				35. DATE OF MARRIAGE OF PARENTS			
				DAY   MONTH (write whole word)   YEAR			

I SOLEMNLY SWEAR UNDER PENALTY OF LAW that the statements made on this Application Form are true and correct, and the attached supporting documents are authentic.

\_\_\_\_\_  
 Date and Place of Application                      Signature of Parent, Physician or Nurse over printed name

IMPORTANT: IF PARENT IS UNABLE TO APPLY IN PERSON, THIS FORM SHALL BE NOTARIZED.

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_ year 200 \_\_\_\_\_

at \_\_\_\_\_

\_\_\_\_\_  
 CONSUL

\_\_\_\_\_  
 NOTARY PUBLIC

\_\_\_\_\_  
 SEAL OF NOTARY PUBLIC

FOR OFFICIAL USE ONLY	
This Report of Birth was registered on _____	
at the Consulate General registry No. _____	
of the Civil Registry Record Book.	
This Report has been executed in THREE (3) copies, with a copy each furnished to the parents and the Civil Registrar General through the Department of Foreign Affairs, and a copy placed in the files of the Consulate, together with the supporting documents.	
RECEIVER	PROCESSOR
CASHIER	ENCODER
CONSUL	
NOT VALID WITHOUT CONSULAR SEAL	
Document No. _____	
Service No. _____	
Series _____	
Fee _____	
O.R. No. _____	

# REQUIREMENTS TO REPORT A BIRTH OF A FILIPINO

## **I. BASIC REQUIREMENTS TO REPORT A BIRTH OF A FILIPINO CITIZEN**

1. Three (3) original copies of the duly accomplished application form signed by the representative.
2. One (1) original and three (3) photocopies of the Birth Certificate.
3. Report of Birth Processing Fee: US\$25.00 (**see item V**)
4. Proof of Philippine Citizenship of either parent at time of birth of child.
5. Notarized Affidavit of Delayed Registration of Birth, if registration is accomplished one (1) year after occurrence.

## **II. OTHER REQUIREMENTS**

The Consular Officer reserves the right to require additional proof or documents from applicant, to prove his/her citizenship or identity pursuant to the Philippine Passport Law (R.A. 7157.)

***N.B. All supporting original documents are returned.***

## **III. ADDITIONAL REQUIREMENTS FOR REPORT OF BIRTH BY MAIL/COURIER, OR THROUGH TRAVEL AGENCY/AUTHORIZED REPRESENTATIVE**

All applications submitted by mail or courier service through travel agencies or representatives **shall be duly notarized.**

## **IV. ADDITIONAL REQUIREMENTS TO HAVE REPORT OF BIRTH DOCUMENTS RETURNED BY MAIL OR COURIER**

### **A. APPLICANT RESIDING IN U.S.**

To have the Report of Birth and supporting documents returned by mail, **enclose a pre-stamped, self-addressed U.S. Postal Service Express Mail** envelope, with stamps required to send 0.5 lbs. of documents. **Do not use metered stamps nor P.O. Box mailing address.**

### **B. APPLICANT RESIDING IN AMERICAN SAMOA OR FRENCH POLYNESIA**

To have the Report of Birth documents returned by mail or courier, enclose a **treasurer's, manager's or certified check, issued by a local bank that has a corresponding bank in the U.S., payable to the courier of choice**, such as FEDEX, UPS or DHL, **in U.S. dollars**, in the amount required to send **0.5 lbs.** of documents. **Please do not use P.O. Box mailing address.**

***N.B. The Consulate General assumes no responsibility for any delay or loss in the mail or while the documents are in the custody of the courier service. The applicant should take note of the tracking numbers of all envelopes used and submitted.***

## **V. REQUIREMENTS ON PROCESSING FEES**

Report of Birth processing fee is non-refundable and payable only in cash when personally applying; or money order issued in the U.S., certified, treasurer's, manager's or cashier's check issued by a bank in the U.S. or by local bank that has a corresponding bank in the U.S., payable to the Philippine Consulate General when applying by mail. Personal check and personal money order are not accepted.

## **VI. RELEASING TIME**

### **A. APPLICATION SUBMITTED PERSONALLY**

Documents are released from 4:00 p.m. on the following business day from receipt by the Consulate of the duly accomplished application form and all requirements.

### **B. APPLICATION SUBMITTED THROUGH MAIL OR COURIER**

Documents are mailed within five (5) working days after receipt by the Embassy of the duly accomplished application form and all requirements.

## **VII. JURISDICTION OF THE CONSULATE GENERAL OF THE PHILIPPINES, HONOLULU, HAWAII**

Only applications from the state of Hawaii, French Polynesia, and American Samoa will be accepted for registration at the Philippine Consulate in Honolulu.

For other states, territories and countries please visit:

[www.philippineembassy-usa.org](http://www.philippineembassy-usa.org)

**NOTE: APPLICATION SHALL BE COMPLETELY ACCOMPLISHED, ANSWERS TYPED OR PRINTED LEGIBLY IN BLACK OR BLUE INK. APPLICANT MUST FURTHER ENSURE THAT ALL REQUIREMENTS ARE SUBMITTED, OTHERWISE APPLICATION SHALL BE RETURNED UNPROCESSED.**