

CHECKLIST OF REQUIREMENTS FOR FILING A REPORT OF MARRIAGE OF A FILIPINO NATIONAL

(Please include this checklist sheet when submitting your application and mark the documents you have submitted. Please make sure you provide your contact details to avoid delays)

The Philippine Embassy in Lisbon register births, marriages celebrated in, and death of Filipino citizens in Portugal including other countries under the Embassy's jurisdiction (REPUBLIC OF ANGOLA, REPUBLIC OF CABO VERDE, REPUBLIC OF GUINEA-BISSAU, DEMOCRATIC REPUBLIC OF SAO TOME & PRINCIPE, and consular jurisdiction over GIBRALTAR).

APPLICANT'S NAME _____

Present Address _____

Contact Number _____

The Philippine Embassy will not proceed with the processing of an application unless all requirements are complied with. All documents must be in English, or International versions of Portuguese civil registry documents with built-in English translation are preferred. Original documents from the Philippines should be issued by the Philippine Statistics Authority (PSA). The Consular Officer may require additional proof or documents from the applicant depending on circumstances of the application. For any inquiries or clarification, please send an email to lisbon.pe@gmail.com

If application is filed via mail/post ONE SET OF THE REPORT OF MARRIAGE APPLICATION FORM SHOULD BE DULY NOTARIZED BY A LOCAL NOTARY.

Please write legibly. Computerized or type-written forms are preferred. Please carefully review the entries on your form – details and signatures must match as seen on the passport; **“middle name”** refers to the maiden surname of the applicant's mother and is only written on the form if reflected as such in the applicant's passport.

BASIC REQUIREMENTS

<input type="checkbox"/> REPORT OF MARRIAGE FORM <i>(If filed by mail, one original set should be notarized by Local Notary)</i>	4 Originally-signed forms
<input type="checkbox"/> FOREIGN MARRIAGE CERTIFICATE <i>(with corresponding international english translation if not in english)</i> <i>(Apostilled by a competent authority in the country of marriage)</i>	1 Original and 4 photocopies
<input type="checkbox"/> PASSPORT OF HUSBAND AND WIFE <i>(Please submit photocopies of passport page containing the bio-data and signature)</i>	4 Photocopies
<input type="checkbox"/> BIRTH CERTIFICATE OF HUSBAND AND WIFE <i>(for Filipino Spouse, Birth Certificate must be issued by the Philippine Statistics Authority (PSA))</i>	1 Original and 4 Photocopies
<input type="checkbox"/> AFFIDAVIT OF DELAYED REGISTRATION <i>(An affidavit must be filed if the marriage was not registered within one year from the date of marriage)</i>	4 Originally-signed forms

ADDITIONAL REQUIREMENTS

<input type="checkbox"/> IF APPLICANT WAS PREVIOUSLY MARRIED AND IS NOW DIVORCED <input type="checkbox"/> COURT DECISION RECOGNIZING DIVORCE DECREE; and <input type="checkbox"/> PSA-ISSUED MARRIAGE CERTIFICATE WITH ANNOTATION	1 Original and 4 photocopies
<input type="checkbox"/> IF APPLICANT WAS PREVIOUSLY MARRIED AND THE MARRIAGE HAS BEEN ANNULLED <input type="checkbox"/> COURT DECISION RECOGNIZING ANNULMENT OF MARRIAGE; and <input type="checkbox"/> PSA-ISSUED MARRIAGE CERTIFICATE WITH ANNOTATION	1 Original and 4 photocopies
<input type="checkbox"/> IF APPLICANT WAS PREVIOUSLY MARRIED AND HAD BEEN WIDOWED <input type="checkbox"/> PSA-ISSUED MARRIAGE CERTIFICATE WITH FORMER SPOUSE; and <input type="checkbox"/> PSA-ISSUED DEATH CERTIFICATE OF THE FILIPINO SPOUSE.	1 Original and 4 photocopies

FEES

Report of Marriage - Euro **27.50**

Additional Fees (Only if Applicable) Affidavit of Delayed Registration - Euro **27.50**

FOR MARRIAGES CONDUCTED OUTSIDE OUR JURISDICTION BUT PREFERS TO FILE THE APPLICATION AT THE EMBASSY

Applicant must comply with the requirements of the approving Philippine Foreign Service Post (FSP). The Philippine Embassy in Lisbon will only review and verify your documents and if found compliant, we will forward the said application to appropriate FSP for their approval. Please be advised that the turnaround time for this process would take approximately 6-8 months depending on the volume of the documents being processed by the said FSP. Please note that these documents are sent via Lisbon -Manila-FSP then, once approved, the documents go through FSP-Manila-Lisbon as we do not have the facility to send civil registry documents directly to other FSP. Another option is to file it directly with the approving FSP for a faster turn-around time.