

REPORT OF MARRIAGE with AMENDMENT OF SURNAME

IMPORTANT: A Report of Marriage must be filed within thirty (30) days from the date of the solemnization of the marriage. Marriages registered after the 30-day period shall require the submission of an **Affidavit of Delayed Registration of Marriage** duly notarized by a **German Notary Public and authenticated by the Regional Court (Landgericht)**, stating therein, among others, the ground/s for the delayed registration. (Source: Foreign Service Circular No. 10-08, 06 January 2008).

The Honorary Consulate General may only accept the (old) **green** Philippine passports for amendment. Holders of **MACHINE-READABLE PHILIPPINE PASSPORTS** (maroon) are requested to contact the Philippine Consulate General in Frankfurt am Main Tel. No. (069) 247 067 64 and file their applications for Report of Marriage and Amendment of Surname with the said office.

GENERAL REQUIREMENTS

1. **Report of Marriage Form in 4 originals**, filled up legibly, typewritten or in block print, and IN ENGLISH (German is not an official language in the Philippines)
2. **Passport** of Filipino applicant in original + 4 photocopies of identification page and last page with signature
3. **International Marriage Contract** (*Internationale Heiratsurkunde*) – 2 Original + 2 photocopies

If the marriage was **solemnized in the Philippines**, please contact the Philippine Embassy in Berlin (030.864-9500) or the Philippine Consulate General in Frankfurt am Main (069.247 067 64).

Marriages **solemnized in Denmark** may only be registered with the Philippine Embassy in **Norway**.

4. **Passport** of foreigner spouse in original + 4 photocopies of identification page
5. One (1) **passport picture** each (not scanned or photocopied, please) of the applicant and spouse.
6. **Certificate of Legal Capacity to Contract Marriage** (LCCM) issued to the Filipino applicant by the Philippine Embassy Berlin or the Philippine Consulate General in Frankfurt am Main prior to the marriage.

If the Filipino applicant did not get an LCCM from the Embassy or the Consulate General prior to the marriage, he/she must submit:

HONORARY CONSULATE GENERAL OF THE PHILIPPINES
Baden Wuerttemberg, Rhineland Palatinate & Saarland
Handwerkstrasse 15 2057 • 70565 Stuttgart
Tel. No. (0711) 7861-2057 • Fax No. (0711) 7861-2077
Holzhofstrasse 3 2057 • 55116 Mainz
Tel. No. (06131) 250-5360 2057 • Fax No. (06131) 250-5369

- (a) A **Certificate of No Record of Marriage** (CENOMAR) issued by the National Statistics Office and duly authenticated by the Department of Foreign Affairs in Manila - original or certified true copy if submitted to the *Standesamt* + 4 Photocopies
- (b) 4 photocopies of the Filipino applicant's **fiancé/fiancée visa** (*Visum zur Eheschließung*) issued by the appropriate German government agency (e.g. German Embassy Manila)
- (c) Original + 4 photocopies of the **Affidavit of Parental Consent** (if the Filipino applicant is between 18-21 years old) or the **Affidavit of Parental Advise Sought** (if the Filipino applicant is between 22-25 years old)

7. For female Filipino applicants, **Birth Certificate** issued by the National Statistics Office and duly authenticated by the Department of Foreign Affairs in Manila – original + 4 photocopies

8. In case the Report is being filed thirty (30) days after the solemnization of the marriage, an **Affidavit of Delayed Registration of Marriage** duly notarized by a German notary public legalized by the Regional Court (*Landgericht*), and authenticated by the Honorary Consulate General – original + 4 photocopies

9. Fee of:	EURO
a) Amendment of Surname in Passport	20.00
b) Report of Marriage	<u>25.00</u>
	45.00

In case of **DELAYED REGISTRATION**, an **ADDITIONAL FEE** of **€25.00** for the authentication of the Affidavit of Delayed Registration.

All documents in German must be accompanied by an official English translation.

MODES OF PAYMENT

Payment may be made in cash (by personal appearance at the Consulate) or by bank transfer to the account of the Consular Office where the application will be filed (Stuttgart or Mainz):

Honorarkonsulat der Philippinen

Stuttgart: Dresdner Bank, **Stuttgart**, Account No.:09 144 547 00, Bankleitzahl:600 800 00

Mainz: Deutsche Bank, **Frankfurt/Main**, Account No. 323 264 200, Bankleitzahl: 500 700 24

The Honorary Consulate General reserves the right to require the submission of additional supporting documents whenever necessary.

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IMPORTANT: For purposes of complying with the 30-day period, an application shall be deemed filed only on the date when **all** the requirements mentioned above have been **actually received** by the Honorary Consulate General, including actual receipt by the Consulate of the confirmation of payment of the processing fees through receipt of the Consulate's bank statement (*Kontoauszug*), **not** the date of bank transfer (*Überweisung*) by the applicant, if payment was made through the bank.

Please send the foregoing requirements with your **filled-up application forms (4 Report of Marriage forms and 1 Application for Amendment of Passport form)** by registered mail, including the following:

1. Statement of deposit of fee (*Überweisungsbeleg*)
2. Self-addressed stamped A4 envelope (at least EURO 4.00 stamps). Passports and documents will be returned by registered mail (*per Einschreiben*). Insufficiently stamped envelopes will not be supplemented with additional stamps. Documents and passports will be returned by regular mail and the Honorary Consulate General assumes no responsibility in case of loss.

Incomplete applications shall be returned unprocessed to the applicant.

Processing time: at least one (1) week

Office hours:

(Subject to change without prior notice)

Stuttgart: 9:00-12:00 h Monday to Friday, and also 13:00-15:00 h on Wednesdays

Mainz: 9:30-12:30 h Monday-Wednesday-Friday

Except on legal holidays and the last 2 weeks of December.

Appointment required before personal appearance in Stuttgart or Mainz.

Further schedule advisories may be found in www.philippinen-bw.de.