



PHILIPPINE FOREIGN SERVICE POST

PHILIPPINE CONSULATE GENERAL, CHICAGO

THIS FORM IS NOT FOR SALE

(DFA-OCA-CRD-05 / REV.01 / 24 APRIL 2018)

OFFICIAL USE ONLY

DATE OF REGISTRATION

REGISTRY NUMBER
ROB-CH-

REPORT OF BIRTH

DETAILS OF CHILD'S BIRTH

1. CHILD'S LAST NAME

5. DATE OF BIRTH
(Ex. 01 January 2000)

2. CHILD'S FIRST NAME

6. SEX

MALE

3. CHILD'S MIDDLE NAME
(Mother's Maiden Surname)

FEMALE

4. PLACE OF BIRTH
(city/state/province, country)

7. TYPE OF BIRTH *(Single, Twin, Triplets, etc)*

8. BIRTH ORDER

(Children born by mother including fetal death)

DETAILS OF THE BIRTH PARENTS (at the time of child's birth)

FATHER

MOTHER (MAIDEN INFORMATION)

9. LAST NAME

10. FIRST NAME

11. MIDDLE NAME

12. CITIZENSHIP

13. DATE OF BIRTH
(Ex. 01 January 2000)

14. PLACE OF BIRTH
(city/state/province, country)

15. RELIGION

16. NATURALIZED
DATE & PLACE OF REGISTRATION
AS PHILIPPINE CITIZEN
(Ex. 01 January 2000 / country)

17. CIVIL STATUS OF PARENTS MARRIED

18. DATE OF MARRIAGE OF PARENTS
(Ex. 01 January 2000)

NOT MARRIED

19. PLACE OF MARRIAGE
(city/state/province, country)

20. I, THE UNDERSIGNED DECLARE UNDER PENALTY OF PERJURY under the laws of the Republic of the Philippines, that the information I have provided herein are the true and accurate facts of birth of the child being sought to be registered, to the best of my knowledge.

SIGNATURE OF INFORMANT OVER PRINTED NAME : _____

RELATIONSHIP TO THE CHILD : _____

SUBSCRIBE AND SWORN TO BEFORE ME this _____ by the above-named informant, here in _____
Date (Ex. 01 January 2000)

[SEAL]

NOTARIAL AUTHORITY

21. REMARKS/ANNOTATIONS

OFFICIAL USE ONLY. DO NOT WRITE ANYTHING BELOW THIS BOX

22. The foregoing information was furnished by the above-named informant, and supported by corresponding documents from local authorities. Registered today, _____ in the civil registry records of the Consular Section of the Philippine Embassy/Consulate Chicago _____.

Date: _____

Doc. No. _____

Service No. _____

O.R. No. _____

Fee Paid \$25.00 _____

Book No. _____

Series of _____

[SEAL]

REPUBLIC OF THE PHILIPPINES

REPORT OF BIRTH REQUIREMENTS

1. Request signed by the Informant. Please indicate your contact details (mobile no. and email address).
2. Four (4) originals of duly-accomplished **REPORT OF BIRTH (ROB)** forms, TYPEWRITTEN, signed by the Informant and notarized by a local notary
3. One (1) original or certified true copy (CTC) and four (4) photocopies of the **Birth Certificate** from the County Clerk's office (original/ CTC will be returned)
4. Four (4) photocopies of parents' Marriage Certificate, if applicable
5. If parents were not married at the time of child's birth:
 1. Affidavit of Admission of Paternity (AAP) executed by the Father;
 2. Affidavit to Use the Surname of the Father (AUSF);
 - Executed by the Mother, if the child is below 7 years old
 - Executed by the child and attested by the mother, if the child is between 7 and 17 years old
 - Executed by the child, if the child is 18 years old and above

NOTE: AAP and AUSF forms may be downloaded from www.chicagopcg.com (Download Consular Forms). They should be notarized by a local notary and apostilled by the concerned State office.

6. Four (4) photocopies of both parents' passports
7. Four (4) photocopies of the proof of Philippine citizenship of both/either parent, as appropriate, at the time of birth of the child, such as permanent residency, valid visa, work permit, dual citizenship certificate, or U.S. Naturalization Certificate of parent/s if they are now American citizens
8. If the child was included in a parent's approved petition for re-acquisition or retention of Philippine citizenship, four (4) photocopies of the child's Identification Certificate (IC), the parent's IC, and the parent's Order of Approval indicating the name of the child as a minor-beneficiary
9. Two (2) originals and two (2) photocopies of notarized (by a local notary) AFFIDAVIT OF DELAYED REGISTRATION (Form is enclosed) explaining the reason/s for the delayed registration, if ROB is filed more than a year after the child is born
10. Send the above-mentioned requirements by mail to the Philippine Consulate General (122 S Michigan Ave., Suite 1600, Chicago, IL 60603). Include a self-addressed return envelope (with appropriate stamps for express or priority mail with tracking numbers via US Postal Service, or with pre-paid mailing envelope from a private courier of choice **[except FedEx]**). Likewise enclose a non-refundable processing fee (money order payable to "Philippine Consulate General"). **Personal checks and credit cards are not accepted.**

Processing fees:

- \$25.00 if ROB only (married parents)
- \$50.00 if ROB and Certificate of Registration of Legal Instrument for AAP and AUSF (unmarried parents)

11. For related inquiries, please email chicagopcg.civil@gmail.com.

ADDITIONAL GUIDELINES:

1. **Only Birth Certificates from the following States are accepted by the Consulate:**

*Illinois
Indiana
Iowa
Kansas
Michigan
Minnesota*

*Missouri
Nebraska
North Dakota
Ohio
South Dakota
Wisconsin*

2. The Consular Officer reserves the right to require additional proof or documents from an applicant.
3. **Incomplete requirements will not be processed and may be returned to the sender.**

AFFIDAVIT FOR DELAYED REGISTRATION

OF

BIRTH **MARRIAGE** **DEATH**

(In case of birth, this form may be accomplished by either the father, mother, guardian or the person concerned himself/herself, if the latter is already 18 years old and above.)

I, _____ of legal age, single/married and currently residing at _____, after having duly sworn to in accordance with law, do hereby depose and say:

1. That I am the applicant for the delayed registration of birth/marriage/death of _____;
2. That said birth/marriage/death took place on _____ in _____;
3. That I/he/she am/is a citizen of _____;
4. That the reason for the delay in registering the birth/marriage/death was due to _____; and
5. That the said birth/ marriage/ death has not been previously registered with the Philippine Consulate or the Philippine Statistics Authority.

Affiant's Signature

SUBSCRIBED AND SWORN TO before me this ___ day of _____
20___ at _____.

Notary Public