



Bangkok, Thailand

Consular Outreach Program

The Philippine Embassy will conduct a consular outreach program in

Province: **Pattaya, Thailand**
Date: **6 December 2014 (Saturday)**
Time: **9:00AM to 4:00PM**
Exact Location: **Centara Pattaya Hotel (78/140 Tambol Nongprue, Amphur Banglamung Chonburi 20150)**

Important Notes:

- **Consular Service Applications will be rendered on a First Come First Served Basis.**

The consular team will render the following services:

- **PASSPORT APPLICATIONS (Renewal, Lost, Damaged Passports):** Those who will be applying for passports are requested to bring their original, and a photocopy of the data-page of their passports. Those applying to replace a lost passport are requested to bring a police report with English translation. Lost passport applicants will also be asked to execute an affidavit of loss.
- **PASSPORT RELEASE:** Those who would like to have their passports released during the outreach must first verify if their passport is ready for release via:
 - www.bangkokpe.dfa.gov.ph (Consular Office > Services > Passport > Lists of Passports Ready for Release)

After verifying that the passport is ready for release, the applicant must send an email to bkkpe.consular@gmail.com requesting the Embassy to release the passport during the consular outreach program. The email message must contain the name of the passport applicant, passport application number, mobile number and email address of applicant.

- **CIVIL REGISTRY (Birth, Marriage, Death):** For reports of birth, marriage, or death, please make sure that the birth or marriage or death certificate issued by the Thai authorities is translated into English and authenticated by the Thai Ministry of Foreign Affairs.

- **NOTARIAL SERVICES (Authentication, Certification, Acknowledgement, Affidavit, Special Power of Attorney):** Applicants are requested to bring two (2) sets of photocopies of the document to be notarized. The original copies of documents to be authenticated must also be presented to the consular officer during the outreach.
- **OVERSEAS ABSENTEE VOTING:** Application forms may be downloaded via the Embassy's official website www.bangkokpe.dfa.gov.ph (**Consular Office > Services > Other Services > Overseas Absentee Voting**).
- **EMBASSY IDENTIFICATION CARDS:** Those applying for Embassy registration IDs are requested to apply online via:
 - www.bangkokpe.dfa.gov.ph (**Consular Office > Services > Other Services > Register with the Embassy**)

Please bring 1 (1×1) ID photo, and present your valid passport and passport when claiming your ID.

- **COMMUNITY DIALOGUE AND FINANCIAL LEARNING SEMINARS:** There will be seminars on financial learning and consular reforms as well as a dialogue between the consular team and the Filipino community during the outreach. Members of the community are encouraged to ask questions or seek clarification on their consular and other related concerns during the dialogue.

For complete information on the requirements and procedures for applying for consular services, please visit the official website of the Embassy:

- www.bangkokpe.dfa.gov.ph

Please be guided accordingly.

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