

## MESSAGE FOR U.S. CITIZENS

U.S. Embassy representatives from the American Citizens Services (ACS) unit of the Consular Section will be in:

**LEGAZPI CITY**  
**FRIDAY, December 8, 2017**  
**8:00am to 11:00am**  
**Hotel St. Ellis**  
**Rizal St., Legazpi City**

### ACS will:

- Accept applications for Passports and Consular Reports of Birth Abroad (CRBA)
- Provide information about registering with the U.S. Embassy
- Provide notarial services and affidavits of legal capacity to marry in the Philippines
- **Please note:** Citizenship and Passport applicants must read all information on the U.S. Embassy website and bring the completed checklist with them.

#### **Passports:**

<https://ph.usembassy.gov/u-s-citizen-services/passports/>

#### **CRBAs:**

<https://ph.usembassy.gov/u-s-citizen-services/citizenship-services/>

Applicants who do not bring the required documentation and photocopies will be turned away and must schedule an appointment at the U.S. Embassy.

- Due to high demand for services, ACS may not be able to accommodate all applicants for interview during the three hours of the outreach and may implement a limit for some services.

Remember: all minor passport applicants MUST appear in person.

**Please be reminded that services will be provided on a first come, first served basis. Sign-up sheets will be provided at the outreach. However, emergency cases will be given priority.**

### **IMPORTANT NOTICE:**

**While fees are listed in U.S. Dollars, because of bank regulations, we can only accept Philippine pesos as payment for services. Peso exchange rate will be provided during the outreach. Payment must be made in the exact amount, as no change will be available.**

#### **SCHEDULE OF FEES**

##### **Passports:**

Adult (16 and above) Passport Application (DS11)	\$135
Minor (under 16) Passport Application	\$105
Passport Renewal (minor DS11)	\$105
(adult DS82)	\$110

##### **Consular Report of Birth Abroad**

\$100

##### **Notarials:**

Affidavit of Legal Capacity to Marry	\$50
Affidavit (Subscribed and Sworn To)	\$50
Additional Copy	\$50
Other doc. related to the same transaction	\$50
Acknowledgment of Signature	\$50
Voting registration card or absentee ballot	no fee
Savings Bonds	no fee

##### **Report of Death of an American Citizen**

no fee

##### **Selective Service**

no fee

Inquiries regarding Immigrant and Non-Immigrant Visas will not be accommodated during the outreach. Inquiries must be made to the U.S. Embassy in Manila by calling (02) 976-8500; (02) 976-8501 or (02) 976-8502 (for calls within the Philippines) or via e-mail to: [ConsManilaNIV@state.gov](mailto:ConsManilaNIV@state.gov) or [support-philippines@ustraveldocs.com](mailto:support-philippines@ustraveldocs.com).

Additional information can be obtained prior to the visit by contacting: American Citizen Services of the U.S. Embassy in Manila, (02) 301-2000 ext. 2246.