

Requirements for Report of Birth:

as of 01 August 2019

(in 4 sets: 1 set original & 3 sets of photocopies)

- Duly accomplished Report of Birth (ROB) Form (4 original signed copies).
(<https://hanoipe.dfa.gov.ph/images/2018/Report-of-Birth-ROB-Form.pdf>)
 - a. Four (4) forms should be printed in A4 paper, originally signed & filled out.
 - b. Entries must be **TYPEWRITTEN/PRINTED/WRITTEN LEGIBLY.**
 - c. Entries must be **at the time of birth of the child.**
- Birth Certificate of the child issued by the Vietnamese Civil Registry Office (People's Committee) with **notarized English translation**, and **authenticated by the Ministry of Foreign Affairs or External Relations Department of Ho Chi Minh City**
(1 original with 3 photocopies);
- If parents are married, Four (4) photocopies of the **DFA authenticated Marriage Contract of parents** issued by **PSA (formerly known as NSO)** or **Report of Marriage issued by the Philippine Embassy;**
- Four (4) photocopies of the first page of the parents' passport;

** Affidavit of Delayed Registration of Birth (for more than 1 year old minor).*

After processing the ROB, parents may process the application of new passport of the child or application for a Travel Document (TD). A Travel Document is valid for one-way travel back to the Philippines only. The processing fee for a TD is **720,000 VND**.

Additional requirements if applicable:

If parents are not married and the father wishes to admit paternity while the mother wishes to acknowledge the child's use of the father's surname:

- ***Affidavit of Admission of Paternity*** (AAP) to be executed by the father; and
- ***Affidavit to Use the Surname of the Father*** (AUSF) to be executed by the mother, provided that the child is 6 years of age or below.

Upon submission of this additional documents, the Embassy will issue a ***Certificate of Registration***.

**** Other relevant documents that may be required by the Consular Officer if necessary.***

Fees:

Report of Birth - 600,000 VND

Additional fees if applicable:

Passport Application - 1,440,000 VND

Affidavit of Delayed Registration of Birth - 600,000 VND

Affidavit of Admission of Paternity (AAP) - 600,000 VND

Affidavit to Use the Surname of the Father (AUSF) - 600,000 VND

Certificate of Registration - 600,000 VND