

NBI Card Fingerprinting

as of 01 January 2020

The NBI form is not a consular document. NBI clearance are still issued by the NBI office in the Philippines. However, the Philippine Embassy in Hanoi may assist Filipinos who are applying for NBI clearance through fingerprinting on the NBI Form No. 5 to be certified by the Embassy. Upon completion of the requirements below, the applicant sends the form together with an authorization letter to his/her authorized representative in the Philippines who will process the clearance with the National Bureau of Investigation (NBI) on his/her behalf.

Requirements and/or procedure at the Embassy:

1. Duly accomplished NBI Form No. 5 (available at the Embassy).
 - Fill up the personal data as instructed.
 - For married women, please be advised of the order of writing your name as follows:
 - Your maiden surname (father's surname).
 - Your husband's surname.
 - Your first name or given name.
 - Your maternal surname (family name of your mother).
 - Your fingerprints will be impressed on the appropriate spaces by rolled impression.
2. One (1) pc ID photo (5x5 cms) with white background, with collared shirt, showing both ears without earrings (must have been taken within the last 6 months);
3. Copy of valid passport;
4. Copy of previous NBI Clearance if available.

Consular processing fee is **600,000 VND** and will be released after three (3) working days from the date of application.

As stated above, send the certified NBI form no. 5 with the authorization letter to your authorized representative in the Philippines, who will process the clearance with the National Bureau of Investigation (NBI) on your behalf. More information can be obtained at www.nbi.gov.ph

If the document will be used in Vietnam, it must have the **APOSTILLE from the Department of Foreign Affairs (DFA) in Manila, Pampanga, Cebu or Davao;**

After DFA Apostille, the document **may undergo authentication either in Manila by the Vietnamese Embassy** or in Vietnam **by the Philippine Embassy in Hanoi** or **by the Philippine Consulate General in Ho Chi Minh City;**

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