

CHECKLIST OF REQUIREMENTS FOR FILING A REPORT OF DEATH OF A FILIPINO NATIONAL

(Please include this Checklist when submitting your application and mark the documents you have submitted, and ensure that you provide your contact details to avoid delays.)

APPLICANT'S NAME: _____

CONTACT DETAILS: _____

IMPORTANT:

- A Report of Death may be filed in person or by mail. Submissions by mail are subject to additional requirements as noted below. The Consulate will NOT process an application unless all requirements are complete.
- All documents must be in English or accompanied by an official English translation. International versions of German civil registry documents with built-in English translation are preferred.
- The Consulate may require additional documentation from the applicant depending on the circumstances of the application.
- For any inquiries or clarifications, please email civilregistry.frankfurtpcg@gmail.com.
- For applicants who intend to transport the deceased's remains or cremains to the Philippines, please refer to the "CHECKLIST OF REQUIREMENTS FOR MORTUARY CERTIFICATE FOR SHIPMENT TO THE PHILIPPINES OF HUMAN REMAINS OR CREMAINS OF FILIPINO/GERMAN NATIONALS" on the Consulate's website.

BASIC REQUIREMENTS	
<input type="checkbox"/> ACCOMPLISHED REPORT OF DEATH FORM. <ul style="list-style-type: none"> • Entries should be type-written. • If filing by mail, one application form notarized by a German Notar and 4 signed but unnotarized forms should be submitted. 	4 originally-signed forms
<input type="checkbox"/> INTERNATIONAL VERSION OF DEATH CERTIFICATE (Auszug aus dem Sterbeeintrag – Formule C)	1 original and 4 photocopies
<input type="checkbox"/> LEICHENSHAUSSCHEIN / MORGUE CERTIFICATE / MEDICAL REPORT OF DEATH stating the cause of death as certified by the attending physician	1 original and 4 photocopies
<input type="checkbox"/> PHILIPPINE PASSPORT OF THE DECEASED	Original and 4 photocopies of the biodata page
<input type="checkbox"/> SELF-ADDRESSED PREPAID RETURN ENVELOPE	1 piece
<input type="checkbox"/> PROOF OF PAYMENT (applicable only for applications filed by mail)	1 copy
<input type="checkbox"/> AFFIDAVIT OF DELAYED REGISTRATION. <ul style="list-style-type: none"> • An Affidavit of Delayed Registration must be filed if the death was not registered within one year from the time of death. • If filing by mail, one Affidavit notarized by a German Notar and pre-authenticated by the Landgericht and then 4 originally-signed but unnotarized Affidavits submitted. 	4 originally-signed Affidavits

SCHEDULE OF FEES*		PHILIPPINE CONSULATE BANK DETAILS
Report of Death	EUR 25.00	Name : Generalkonsulat Philippinen IBAN : DE76 1004 0000 0263 7106 02 BIC : COBADEFFXXX
Additional Fees (only if applicable)		
Affidavit of Delayed Registration	EUR 25.00	
REMINDERS		PH CONSULATE MAILING ADDRESS
<ul style="list-style-type: none"> • If filing in person, payment should be in cash at the Consulate. • If filing by mail, please pay the exact fees by bank transfer only after completing pre-assessment and include your proof of payment (Überweisungsbeleg) in your packet. • Fees paid by bank transfer cannot be refunded by the Philippine Consulate-General in Frankfurt, Germany. 		Philippine Consulate General WestendCarree Grüneburgweg 16-18 60322 Frankfurt am Main