

## CHECKLIST OF REQUIREMENTS FOR MORTUARY CERTIFICATE FOR THE SHIPMENT OF HUMAN REMAINS OR CREMAINS OF FILIPINO/GERMAN NATIONALS TO THE PHILIPPINES

(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:**

- Applications may be filed in person or by mail. The Consulate assumes no responsibility for any delay or loss in the mail, or while documents are in the custody of the courier service. Applicants should note the tracking numbers of all envelopes used and submitted.
- 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 [legalization.frankfurtpcg@gmail.com](mailto:legalization.frankfurtpcg@gmail.com).

BASIC REQUIREMENTS	
<input type="checkbox"/> ACCOMPLISHED LETTER REQUEST FORM	Original
<input type="checkbox"/> INTERNATIONAL VERSION OF DEATH CERTIFICATE (Auszug aus dem Sterbeeintrag – Formule C)	1 original + 1 photocopy
<input type="checkbox"/> LEICHENSCHAUSCHEIN / MORGUE CERTIFICATE / MEDICAL REPORT OF DEATH stating the cause of death as certified by the attending physician/hospital and translated into English by a sworn translator.	1 original + 1 photocopy
<input type="checkbox"/> CERTIFICATE OF NON-CONTAGIOUS DISEASE issued by the proper health authority (e.g. Gesundheitsamt) stating that the deceased did not die of a contagious disease or that the remains did not originate from a place contaminated by a contagious disease, in English or translated into English by a sworn translator.	1 original + 1 photocopy
<input type="checkbox"/> PASSPORT OR PERSONALAUSWEIS OF THE DECEASED	1 original + 1 photocopy
<input type="checkbox"/> SELF-ADDRESSED PREPAID RETURN ENVELOPE	1 piece
ADDITIONAL REQUIREMENTS IF CREMATED	
<input type="checkbox"/> EINÄSCHERUNGSBESCHEINEIGUNG MIT EIN NOTARIELL BEGLAUBIGT / NOTARIZED CERTIFICATE OF CREMATION issued by the crematorium stating that: (a) The body was properly cremated in accordance with internationally accepted practices; (b) The ashes are in a sanitary condition for overseas shipment, consistent with existing standards; and (c) That the urn has been hermetically sealed and contains only the remains of the deceased.	1 original + 1 photocopy
<input type="checkbox"/> FLIGHT DETAILS AND: <input type="checkbox"/> Copy of the <b>Airway Bill</b> if the urn containing the ashes of the deceased will be sent to PH as unaccompanied cargo; OR <input type="checkbox"/> Copy of the <b>passport</b> of the person who will bring the urn containing the ashes of the deceased to the Philippines.	Originals and 1 photocopy each
ADDITIONAL REQUIREMENTS IF EMBALMED	
<input type="checkbox"/> LEICHENBESCHEINEIGUNG MIT EIN NOTARIELL BEGLAUBIGT / NOTARIZED MORTUARY CERTIFICATE issued by the Mortuary/Funeral Director and BESCHEINEIGUNG DER EIBALSAMEIRUNG VON VERSTORBENEN MIT EIN NOTARIELL BEGLAUBIGT / EMBALMING CERTIFICATE stating that: (a) The body was properly embalmed in accordance with internationally accepted practices; (b) The body is in a sanitary condition for overseas shipment, consistent with existing standards; and (c) That the coffin/casket has been hermetically sealed and contains only the remains of the deceased.	1 original + 1 photocopy
<input type="checkbox"/> LEICHENPASS / CORPSE TRANSMIT PERMIT	1 original + 1 photocopy
<input type="checkbox"/> COPY OF AIRWAY BILL WITH FLIGHT DETAILS	1 original + 1 photocopy

SCHEDULE OF FEES*		PHILIPPINE CONSULATE BANK DETAILS
Consular Mortuary Certificate	EUR 27.50	<b>Name : Generalkonsulat Philippinen</b> <b>IBAN : DE76 1004 0000 0263 7106 02</b> <b>BIC : COBADEFFXXX</b>
Certificate of No Objection	EUR 27.50	

\* If filing in person, payment will be in cash at the Consulate. If filing by mail, please pay the fees by bank transfer – send only the exact amount and enclose your proof of payment ((Überweisungsbeleg) with your documents. If applying with the Honorary Consular Posts, please use their own bank details. \

\*\* Fees paid by bank transfer cannot be refunded by the Philippine Consulate-General in Frankfurt, Germany.