

## REPORT OF MARRIAGE OF FILIPINO NATIONAL

The marriage contracted by a Filipino citizen in Switzerland must be reported at the earliest opportunity to the Philippine Embassy in Berne, Switzerland or to the Philippine Consulate General in Geneva, Switzerland for proper registration with the office of National Statistics Office (NSO) in the Philippines.

### Requirements for Report of Marriage

1. Duly accomplished Report of Marriage form.  
*Report of Marriage Fee : CHF 35.00*
2. Original Marriage Contract (*Eheschein*) or extract from the Civil Records of the Swiss Canton where the marriage took place and three (3) photocopies.  
Original copy submitted : No Fee  
Photocopy submitted - *Certified True Copy fee : CHF 35.00*
3. Three (3) photocopies of Family Book (*Familienausweis*).
4. Three (3) photocopies of husband and wife's passport data page.
5. Three (3) recent passport size photos of husband and wife.
6. If the applicant is a **Widow**, submit Death Certificate of Husband in three (3) copies.
  - If Death Certificate was issued in the Philippines, it must be authenticated by National Statistics Office (NSO) and Department of Foreign Affairs (DFA).
  - If the Death Certificate was issued by another country, it must be authenticated by the nearest Philippine Embassy or Consulate where the certificate was issued.
7. If the applicant's marriage is **Annulled**, submit the document in three (3) copies.
  - Court Decree of annulment issued in the Philippines, it must be authenticated by the Department of Foreign Affairs (DFA).
  - Marriage Contract with a notation from the Civil Registrar Office or from the National Statistics Office that the marriage has been annulled, it must be authenticated by the Department of Foreign Affairs.
  - If the annulment was issued by another country, it must be translated to English and authenticated by the nearest Philippine Embassy or Consulate where the annulment was issued.

8. If the applicant was **Divorced** by alien spouse, submit authenticated Divorce Decree issued by the court in three (3) copies.
- If the court decree was issued in Switzerland, it must be translated to English and legalized by the State Chancery of the Canton that issued the divorce decree.
  - If Divorce Decree was issued by another country, it must be translated to English and authenticated by the Philippine Consul in the country where it was issued.
9. CFO Information Sheet on Filipinos Marrying Foreign Nationals form.

**NOTE: A Filipina who initiates the divorce proceedings against an alien spouse, cannot re-marry because there is no divorced in the Philippines. If she re-marries, this second marriage is not legal under Philippine Law. ( Her passport, therefore, cannot be amended to indicate her maiden name or new husband's name.) The divorced Filipina can only re-marry if it was the foreigner husband who divorced her and by virtue of the laws of the foreign husband's country, the man could marry again. In this case, the Filipina could also re-marry and her Philippine passport could be amended to reflect her new name.**

### Contact details

For further details, please contact the Philippine Embassy in Berne ,Switzerland at Tel. 031-3501717 or Fax . 031-3522602 email to [info@philembassyberne.ch](mailto:info@philembassyberne.ch) website: [www.philembassyberne.ch](http://www.philembassyberne.ch)  
Office hours: Monday to Friday - 09:00AM to 5:00PM

**MODE OF PAYMENT :** Payment must be done personally at the Embassy or payment can be made through postal order (Postanweisung) addressed to the Philippine Embassy, Kirchenfeldstrasse 73-75, CH-3005 Bern. Personal checks or stamps are not accepted as payment for consular fees.

**FOREIGN SERVICE OF THE PHILIPPINES  
Philippine Embassy, Berne, Switzerland**

**REPORT OF MARRIAGE FORM**

<b>IMPORTANT: Please fill-in all the blanks</b>		
	<i>HUSBAND</i>	<i>WIFE</i>
<b>Contracting Parties</b>		
<b>(a) Date of Birth</b>		
<b>(b) Place of Birth</b>		
<b>(c) Citizenship</b>		
<b>Residence</b>		
<b>Civil Status (before Marriage)</b> (Single//Divorced/Annulled)		
<b>Father</b>		
<b>Citizenship</b>		
<b>Mother</b>		
<b>Citizenship</b>		
<b>Witness (es)</b>		
<b>Residence</b>		
<b>Place and Date of Marriage:</b> _____		
<b>Name and Title of Solemnizing Official:</b>		
_____ <b>Signature : Husband or Wife</b>		
(WHEN REPORTED BY MAIL, SIGN IN THE PRESENCE OF TWO WITNESSES)  Declared to in our presence this ____ day of _____ year _____ at _____, Switzerland  (Witness) _____ (Address) _____ (Witness) _____ (Address) _____	(WHEN REPORTED IN PERSON, FILL-IN THIS PORTION)  Subscribed and sworn to before me this ____ day of _____ year _____ at Philippine Embassy, Berne, Switzerland  Embassy Seal	
Fee : _____ Svc No : _____ O.R. No: _____		

Philippine Embassy  
Kirchenfeldstrasse 73 – 75  
3005 Berne

## REPORT OF BIRTH OF FILIPINO NATIONAL

The birth of a Filipino citizen in Switzerland must be reported at the earliest opportunity to the Philippine Embassy in Berne, Switzerland or to the Philippine Consulate General in Geneva, Switzerland for proper registration with the office of National Statistics Office (NSO) in the Philippines.

### Requirements for Report of Birth

1. Duly accomplished Report of Birth (Form No. 40) in triplicate copy.

*Report of Birth fee : CHF 35.00*

2. Birth Certificate (Geburtsschein) issued by Civil Registrar and three (3) photocopies.

- If the original copy is submitted, there is no required fee
- If the photocopy is submitted, there is a “Certified True Copy” fee

*Certified True Copy fee : CHF35.00*

3. Marriage Contract of the parents:

- If parents were married in the Philippines, the Marriage Certificate must be authenticated by NSO and Department of Foreign Affairs (DFA).
- If parents were married in Switzerland, the Marriage Certificate must be registered at the Philippine Embassy.
- If parents were married in other countries, the Marriage Certificate must be registered at the nearest Philippine Embassy or Consulate where the certificate was issued.

4. Photocopy of valid passport data page of Filipino parent.

5. Photocopy of residence permit of parents or the child.

### Contact details

For further details, please contact the Philippine Embassy in Berne, Switzerland at Tel. 031-3501717 or Fax . 031-3522602 email to [info@philembassyberne.ch](mailto:info@philembassyberne.ch) website: [www.philembassyberne.ch](http://www.philembassyberne.ch)  
Office hours: Monday to Friday - 09:00AM to 5:00PM

**MODE OF PAYMENT :** Payment must be done personally at the Embassy or payment can be made through postal order (Postanweisung) addressed to the Philippine Embassy, Kirchenfeldstrasse 73-75, CH-3005 Bern. Personal checks or stamps are not accepted as payment for consular fees.

FOREIGN SERVICE OF THE PHILIPPINES  
Philippine Embassy, Berne, Switzerland

**REPORT OF BIRTH**  
CHILD BORN ABROAD OF PHILIPPINE PARENT OR PARENTS

Place and date of report : \_\_\_\_\_  
 Name of the child in full : \_\_\_\_\_ Sex \_\_\_\_\_  
 Date of birth: Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_  
 Place of birth : \_\_\_\_\_  
 Civil status of parent/s : \_\_\_\_\_

FATHER	MOTHER
Full name : _____	Full name _____
*Race _____ Religion _____ Date of birth _____	*Race _____ Religion _____ Date of birth _____
Occupation: _____	Occupation _____
Present residence: _____	Present residence _____
Birthplace: _____	Birthplace: _____
Naturalized (if foreign born) _____	Naturalized (if foreign born) _____
Registered as Philippine citizen at: _____	Registered as Philippine citizen at: _____
on _____	on _____
Passport No.: _____ issued by _____ dated: _____	Passport No.: _____ issued by _____ dated: _____
valid until _____	valid until: _____
Precise periods and places of Philippine residence: _____	Precise periods and places of Philippines residence: _____
Place and date of marriage _____	
Number of previous children _____ Number now living _____	
Name and address of physician or nurse _____	

\* Caucasian, Malay, Negroid, Indian, Mongolian

\_\_\_\_\_  
Signature of parent, physician or nurse

(WHEN REPORTED BY MAIL, SIGN IN THE PRESENCE OF TWO WITNESSES)

Declared to in our presence this \_\_\_\_\_ day of \_\_\_\_\_ at Philippine Embassy, Berne, Switzerland  
 (Witness) \_\_\_\_\_

(Address) \_\_\_\_\_

(Witness) \_\_\_\_\_

(Address) \_\_\_\_\_

(WHEN REPORTED IN PERSON, USE THIS FORM)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ at Philippine Embassy, Berne, Switzerland

(seal)

Consular Section, Philippine Embassy, Berne, Switzerland

Date: \_\_\_\_\_

The foregoing information was furnished by (father, mother, physician, nurse) and supported by (affidavit, physician's certificate, certificate from local authorities). This report has been executed in triplicate, copy issued to parent, copy transmitted to the Civil Registrar General, Manila, through the Department of Foreign Affairs, Manila and copy placed in the files of this office.

REMARKS: \_\_\_\_\_

Fee: Sfr. 42.50

Svc No.: \_\_\_\_\_

O.R. No.: \_\_\_\_\_

(Per Department Circular Letter 03-2002 dated 05 April 2002)

Registration of Death:

Philippine Embassy  
Kirchenfeldstrasse 73 – 75  
3005 Berne

**REPORT OF DEATH OF FILIPINO NATIONAL**

The Death of a Filipino citizen in Switzerland must be reported at the earliest opportunity to the Philippine Embassy in Berne, Switzerland or to the Philippine Consulate General in Geneva, Switzerland for proper registration with the office of National Statistics Office (NSO) in the Philippines.

**Requirements for Report of Death**

1. Duly accomplished Report of Death in triplicate copy.
2. Death certificate issued by the Civil Registrar and three (3) photocopies.
3. Philippine Passport and three (3) photocopies of it.
4. Embalming Certificate or Certificate of Cremation and three (3) photocopies.
5. Burial Permit and Permit to Transport Corpse and three (3) photocopies.
6. Presence of Philippine Embassy officer in sealing of casket.  
*Sealing of Casket fee : CHF80.00*
7. Authentication/Certification of documents by the Embassy.  
*Authentication/Certification fee : CHF 35.00*
8. All documents under 2, 4 and 5 must be authenticated by the Staatskanzlei.

**Contact details**

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FOREIGN SERVICE OF THE PHILIPPINES  
**REPORT OF DEATH OF PHILIPPINE CITIZEN**

(Place and date)

Name in full of deceased \_\_\_\_\_, Sex \_\_\_\_\_, Occupation \_\_\_\_\_  
Civil Status

Native or naturalized \_\_\_\_\_, Evidence of Philippine Citizenship

\_\_\_\_\_, Last known address in the Philippines \_\_\_\_\_

Date of death \_\_\_\_\_ Age \_\_\_\_\_  
(Month) (Day) (Hour) (Minute) (Year) (As nearly as can be ascertained)

Place of death \_\_\_\_\_  
(Number and street) or (Hospital or Hotel) (Country)

Cause of death \_\_\_\_\_  
(Include authority for statement)

Disposition of the remains \_\_\_\_\_

Local law as to disinterring remains \_\_\_\_\_

Disposition of the effects \_\_\_\_\_

Person or official responsible for custody of effects and accounting therefor \_\_\_\_\_

Informed by telegram:

NAME	ADDRESS	RELATIONSHIP	DATE SENT
_____	_____	_____	_____
_____	_____	_____	_____

Copy of this report sent to:

NAME	ADDRESS	RELATIONSHIP	DATE SENT
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Traveling or residing abroad with relatives or friends as follows:

NAME	ADDRESS	RELATIONSHIP
_____	_____	_____
_____	_____	_____

Other known relatives (not given above):

NAME	ADDRESS	RELATIONSHIP
_____	_____	_____
_____	_____	_____

*This information and data concerning an inventory of the effects, accounts, etc., have been placed under File in the correspondence of this Office.*

REMARKS

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*(Continue below if necessary.)*

(SEAL)

No fee prescribed

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(Signature on all copies)

----- OF THE PHILIPPINES

*(To be sent in triplicate to the Ministry of Foreign Affairs; or to be forwarded in quadruplicate when decedent is Philippine citizen seaman, a beneficiary of the Veterans Administration or an officer or employee of the Philippine Government.)*

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