



GUIDELINES IN EXTENDING THE VALIDITY OF PASSPORTS

In view of the longer period required for the processing and issuance of machine-readable passports (MRP) and pending the implementation of the e-Passport, the following guidelines shall be observed in the application for extension of the validity of Philippine passports:

1. The passport holder must personally file for the extension of his/her passport with the Consulate;
2. The passport to be amended has a validity of less than 6 months;
3. The extension of the validity is a measure to address emergency or meritorious cases;
4. The extension of the validity of passport should not be considered as an alternative in lieu of a renewal of the passport.
5. The passport holder must submit an application form for the amendment of the validity of the passport, with the affidavit and passport to the Consular Officer. In the affidavit, he/she must state:
 - a. The reason/s for the urgency of having the validity of the passport extended for one(1) year and that he/she cannot wait for the issuance of the MRP or e-Passport;
 - b. The affiant undertakes to apply for a new passport within the extended period of validity; and,
 - c. The affidavit must be duly authenticated by the Philippine Consulate where a person is applying for the renewal of the said passport.
6. If the Consulate finds the applicant's stated reason/s for extension to be meritorious, the validity of the passport may be extended for a period of not more than one (1) year from the date of the application;
7. In the application for the extension of the validity of his/her passport, the fee for affidavit required is waived as it addresses an emergency situation and is considered to be done *gratis or free of charge*. The applicant should only be charged with a flat fee of \$20 for amendment of passport and shall be paid prior to any extension.