



CONSULAR OUTREACH IN MCALLEN, TEXAS 09-10 September 2017

Los Angeles, 09 August 2017 – A team from the Philippine Consulate General in Los Angeles will conduct a Consular Outreach Program in McAllen, Texas from 09 to 10 September 2017.

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| Location | : | 601 N. Main Street McAllen, Texas 78501 |
| Service Hours | : | 9:00 am – 12:00 nn; 1:00 pm – 6:00 pm |
| Outreach email | : | philippineoutreach.mcallen@gmail.com |

The consular outreach program is being undertaken in cooperation with Ms. Jennifer Cleveland and Mr. Merpu Roa.

The following consular services will be rendered:

1. Renewal and/or first-time applications for Electronic Passport (ePassport), to be returned to the applicant by mail approximately sixteen (16) weeks from 15 September 2017. **PLEASE BRING YOUR OWN SELF-ADDRESSED AND SELF-STAMPED ENVELOPES FOR MAILING.**

No lost passport applications will be accepted.

2. Applications for the retention and re-acquisition of Philippine citizenship pursuant to Republic Act 9225 or Dual Citizenship Law. Oath-taking will be scheduled on the same day for qualified applicants. Applicants are advised to wear appropriate clothing for the occasion.
3. Applications for Notarials, Civil Registry (Report of Marriage & Birth) will be accepted but these will be processed in Los Angeles and returned to the applicant by mail. **APPLICANTS ARE RESPONSIBLE FOR THEIR OWN SELF-ADDRESSED AND SELF-STAMPED MAILING ENVELOPES.**
4. Registration for Overseas Voting (OV) for the 2019 National Elections for Senators and Party List Representatives. No need to secure an appointment.

INFORMATION FOR ALL APPLICANTS

The final list of applicants with confirmed appointment schedule will be posted at the Consulate General website (www.philippineconsulatela.org) on or before 01 September 2017.

Check the Consulate General website (www.philippineconsulatela.org) for the complete list of requirements.

IMPORTANT!

Kindly read carefully before you proceed

1. Appearance at consular outreach missions is strictly by appointment only. No walk-in applicants will be accommodated;
2. Failure to appear at the appointed time and to bring complete requirements will result in the cancellation of the appointment;
3. Applicants who are given a schedule and did not appear on the appointed date without prior notice will be disqualified for any consular outreach mission in 2017;
4. Please make sure to arrange your schedule to be able to appear at the appointed hour. As a matter of courtesy to other applicants, requests for rescheduling are strongly discouraged and may not be accommodated;
5. Applications submitted by mail/fax will NOT be accepted;
6. Applications sent to other email accounts of the Philippine Consulate General will be NOT be accepted;
7. Applications received by email **after** the deadline on **25 August 2017** will NOT be accepted;
8. Applications through third party facilitators will NOT be accepted. The Consulate General is not affiliated with any travel agency, law office, notary public or any other commercial establishment that offer to facilitate online applications; and
9. **The Consulate General does not charge fees or accepts donations related to the entry or use of the venue.**
10. USPS mailing envelopes will **no longer be available** during Consular Outreaches.
11. For your convenience, when coming to the Outreach, kindly bring with you a self-addressed stamped envelope, such as the USPS Priority Mail Express envelope with a tracking number. This will enable us to mail your passports or notarized documents to you once they become available. Payment for all consular services are still made with cash, postal money order or cashier's check. Thank you.

Appointment Scheduling Steps for ePASSPORT Applicants

1. Visit the Philippine Consulate General website (www.philippineconsulatela.org) and download and accomplish the ePassport application form;
2. Email an advance copy of the completed ePassport application form and data page (bearing the name and photo) of the expired or expiring passport in PDF format. Thumbprints (if needed) and signature must be affixed and all pertinent data on the application form must be completed. For first-time ePassport applicants, please send copies of your supporting documents.
3. All applications must be emailed to the Consulate (Attn: Passport) at this email address: philippineoutreach.mcallen@gmail.com. INCOMPLETE FORMS WILL NOT BE PROCESSED.
4. Please indicate your complete contact details including email address and telephone number since you may be advised regarding submission of additional documents, if needed.

All applications must be received no later than 25 August 2017 or until we receive 300 applications, whichever comes first. Since the outreach team will be implementing a new system for ePassport, slots will be limited. Please note that applications are easily filled up after five days or less so please ensure that your application is complete. Please do not make inquiries about submissions. Read the instructions and submit the required forms and supporting documents through the outreach email.

Please note that **personal appearance is required in all cases** (including applicants who are 65 years old and above and minors who are below 18 years old). Do not bring passport pictures. Photos and biometrics of the applicant will be taken onsite. The applicant must wear decent attire (no sleeveless and/or collarless attire) and without eyeglasses/colored contact lenses. No facial piercings allowed.

The Philippine Consulate General is currently implementing a new ePassport system. Please check and ensure that all your birth details is correct in the application and computer screen during the processing to avoid delays and mistakes.

Appointment Scheduling Steps for DUAL CITIZENSHIP Applicants

1. Visit the Philippine Consulate General website (www.philippineconsulatela.org) and print the Dual Citizenship Application form;
2. Complete the Dual Citizenship Application form and prepare supporting documents
3. Email an advance copy of the completed Dual Citizenship application form and supporting documents;
4. All applications must be emailed to the Consulate (Attn: Dual Citizenship) at this email address: philippineoutreach.mcallen@gmail.com. INCOMPLETE FORMS WILL NOT BE PROCESSED

5. Please indicate your complete contact details including email address and telephone number since you may be advised regarding submission of additional documents, if needed.

Please note that oath-taking will be scheduled on the same day for qualified applicants. **Applicants should take their oath as Dual Citizens in DECENT ATTIRE.** The Consulate General shall **REFUSE** oath-taking to applicants wearing inappropriate outfit such as:

- Sleeveless shirts;
- Skimpy clothes;
- Shorts;
- Sandos / Tank tops;
- Slippers.

All applications must be received no later than 25 August 2017 or until we receive 100 applications, whichever comes first. Please note that applications are easily filled up after a week or less so please ensure that your application is complete.

Appointment Scheduling Steps for Legalization/ Notarials/ Civil Registry-Report of Marriage (ROM) & Birth (ROB)

1. For Civil Registry, visit the Philippine Consulate General website (www.philippineconsulatela.org) and print the ROM or ROB form.

For legalization/ notarials, bring the original and copies of your documents at the outreach venue;

2. Complete the ROM or ROB form and prepare supporting documents;
3. For Civil Registry, email an advance copy (one set only) of the completed form and supporting documents in PDF format only. During the appointment, the applicant must bring 4 sets of forms and supporting documents.
4. For legalization/ notarials, send a copy of the document to be notarized/authenticated;
5. All applications/documents must be emailed to the Consulate (Attn: Legal) at this email address: philippineoutreach.mcallen@gmail.com. INCOMPLETE FORMS WILL NOT BE PROCESSED
6. Please indicate your complete contact details including email address and telephone number since you may be advised regarding submission of additional documents, if needed.

All applications must be received no later than 25 August 2017 or until we receive 100 applications, whichever comes first. Please note that applications are easily filled up after a week or less so please ensure that your application is complete.

ADDITIONAL INFORMATION FOR ALL APPLICANTS

The Consulate General will regularly update the appointment schedule posted on the website upon receipt of completed applications.

The final list of all applicants with confirmed appointment schedule will be posted at the Consulate General website (www.philippineconsulatela.org) by 01 September 2017.

All applicants are required to PERSONALLY APPEAR during their appointment time for data verification, finger printing and photo/signature capture and must bring all original documents. All applicants are advised to transact their business directly with Consulate General officials.

PAYMENT OF CONSULAR FEES

Fees must be paid in person at the scheduled appointment. **The Consulate General will only accept payments in cash, postal money order or cashier's check. Personal checks will not be accepted.**

Payments should be paid directly to the collecting officer/cashier of the Consulate General during the outreach program and inside the venue only. Please be informed that the Consulate General has not authorized other people or entities to collect fees for any of the consular services enumerated below:

- ePassport : \$60 processing fee
- Dual Citizenship : \$50 processing fee
- Civil Registry : \$25 processing fee

PLEASE BRING YOUR OWN SELF-ADDRESSED AND SELF-STAMPED ENVELOPES FOR MAILING.

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