



CONSULAR OUTREACH MISSION IN HOUSTON, TX 22-23 July 2017

22 June 2017, Los Angeles - A team from the Philippine Consulate General in Los Angeles will conduct a Consular Outreach Mission in Houston, TX on 22-23 July 2017:

Location	:	First Filipino Methodist Church (Multi-Purpose Building) 8603 South Kirkwood Road, Houston, TX 77099
Service Hours	:	9:00 am – 12:00 nn; 1:00 pm – 5:00 pm
Outreach email	:	houston.outreach@philippineconsulatela.org (All submissions/applications must be coursed through this email for this particular outreach only.)

The consular outreach mission is being undertaken in cooperation with the Philippine Honorary Consul in Texas Ms. Ethel Mercado and the President of the Philippine American Chamber of Commerce of Texas (PACC Texas), Atty. Gary Ilagan and Ricky Guinhawa Region Chair.

The following consular services will be rendered:

1. Renewal and/ or first-time applications for Electronic Passport (ePassport). New passports will be released to the applicant by mail twelve (12) weeks from 24 July 2017. **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 Report of Marriage & Birth will be accepted but these will be processed in Los Angeles and returned to the applicant by mail.
4. Registration for Overseas Voting (OV) for the 2019 National Elections for Senators and Party List Representatives.

IMPORTANT!

- **STRICTLY BY APPOINTMENT ONLY** (by following the applicable scheduling steps below) **AND WITH COMPLETED DOCUMENTS ONLY. NO WALK-IN APPLICANTS WILL BE ACCEPTED.**

APPLICATIONS SUBMITTED BY MAIL OR EMAIL BEFORE THE POSTING OF THE NOTICE ON 22 JULY 2017 WILL NOT BE CONSIDERED IN THE OUTREACH SCHEDULE

- **APPLICANTS THROUGH THIRD PARTY FACILITATORS WILL NOT BE ACCEPTED. THE CONSULATE GENERAL IS NOT AFFILIATED WITH ANY TRAVEL AGENCY, LAW OFFICE OR ANY OTHER COMMERCIAL ESTABLISHMENTS THAT OFFER TO FACILITATE ONLINE APPLICATIONS.**
- **APPLICANTS MUST PERSONALLY APPEAR DURING THE APPOINTED TIME AND BRING ALL THEIR ORIGINAL DOCUMENTS AND PHOTOCOPIES.**
- **FAILURE TO APPEAR AT THE APPOINTED TIME OR TO BRING COMPLETE DOCUMENTS WILL RESULT IN THE CANCELLATION OF THE APPOINTMENT.**
- **APPLICANTS WHO DO NOT APPEAR AT THE APPOINTED TIME WITHOUT NOTICE WILL BE DISQUALIFIED FOR ANY CONSULAR OUTREACH MISSION IN 2017.**

- THE CONSULATE GENERAL DOES NOT CHARGE FEES NOR ACCEPTS DONATIONS RELATED FOR THE ENTRY OR USE OF THE VENUE.
- THE SPONSORING ORGANIZATION, PACC TEXAS, PROVIDES THE VENUE AND IS SOLELY RESPONSIBLE FOR THE EXPENSES TO HOLD THE OUTREACH WHO MAY CHARGE A NOMINAL FEE TO HELP DEFRAY THE COST.

INFORMATION FOR ALL APPLICANTS

The final list of applicants with confirmed appointment schedule will be posted at the Consulate's website (www.philippineconsulatela.org) on or before July 14, 2017.

Please check the Consulate's website (www.philippineconsulatela.org) for the complete list of requirements. Applicants must email a complete set of requirements in correct format in order to secure an appointment. Applications with incomplete requirements will not be pre-processed.

Appointment Scheduling Steps for ePASSPORT Applicants

1. Visit the Consulate General's website (www.philippineconsulatela.org) and download and accomplish the ePassport application form;
2. Send an advance copy of the completed ePassport application form and the 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. Note: Each type of Passport (ePassport – brown with the chip logo; green passport; brown passport without the chip logo, old brown passport issued before 1995) requires a specific set of documents for renewal. Kindly read them carefully at www.philippineconsulatela.org and comply.

All applications must be emailed to the Consulate General (Attn: HOUSTON, TX Outreach) at this email address: houston.outreach@philippineconsulatela.org. INCOMPLETE FORMS WILL NOT BE PROCESSED.

3. 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 07 JULY 2017 or until the Consulate General receives 336 applications, whichever comes first. Please note that appointment slots are easily filled up after a week or less after posting this Notice, so please ensure that you send complete requirements.

Please note that personal appearance on the appointment schedule during the outreach is required for all applications (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 garments). During photo capture onsite, eyeglasses/colored contact lenses and facial piercings should be taken off.

The Philippine Consulate General is currently implementing a new ePassport system. Applicants are to check and ensure that all their identification details are correct during the application and encoding process. Your signature on the screen indicates your confirmation that the data encoded are correct. If your passport is printed with errors, you will have to re-appear at the Consulate General in Los Angeles and shoulder the cost of re-application.

Appointment Scheduling Steps for DUAL CITIZENSHIP Applicants

1. Visit the 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. Send an advance copy in PDF format only of the completed Dual Citizenship application form and supporting documents;
4. All applications must be emailed to the Consulate General (Attn: HOUSTON, TX Outreach) at this email address: houston.outreach@philippineconsulatela.org. 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 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 07 JULY 2017 or until the Consulate General receives 100 applications, whichever comes first. Please note that appointment slots are easily filled up after a week or less after posting this Notice, so please ensure that you send complete requirements.

Appointment Scheduling Steps for Report of Marriage (ROM) & Birth (ROB)

1. Visit the Consulate General website (www.philippineconsulatela.org) and print the ROM or ROB form;
2. Complete the ROM or ROB form and prepare supporting documents;
3. Send an advance copy (one set only) of the completed form and supporting documents in PDF format only. Applicant must bring 4 sets of forms and supporting documents;
4. All applications must be emailed to the Consulate General (Attn: HOUSTON, TX Outreach) at this email address: houston.outreach@philippineconsulatela.org. 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.

All applications must be received no later than 07 JULY 2017 or until the Consulate General receives 100 applications, whichever comes first. Please note that appointment slots are easily filled up after a week or less after posting this Notice, so please ensure that you send complete requirements.

ADDITIONAL INFORMATION FOR ALL APPLICANTS

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

The final list of all applicants with confirmed appointment schedules will be posted on the Consulate General's website (www.philippineconsulatela.org) on 14 JULY 2017.

All applicants are required to PERSONALLY APPEAR during their appointment schedule 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' onsite for the outreach.

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 onsite 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 all consular services rendered.

- ePassport : \$60 processing fee + \$24 mailing fee
- Dual Citizenship : \$50 processing fee
- Civil Registry : \$25 processing fee + \$7 mailing fee