



## DOCUMENTATION AND SERVICE FEES

Rates are subject to change without prior notice.

	SERVICE FEE
<b>Department of Foreign Affairs (DFA) Processing Fees:</b>	
1. Philippine Passport (New with appearance, regular processing)	P 1,550.00
2. Philippine Passport (New with appearance & RUSH)	P 1,750.00
3. Philippine Passport (Replace Lost Passport with appearance & RUSH)	P 2,000.00
<b>National Statistics Office (NSO) Fees:</b>	
4. Birth Certificate Authentication (CTC) per copy	P 500.00
5. Marriage Contract Authentication (CTC) per copy	P 500.00
6. Death Certificate Authentication (CTC) per copy	P 500.00
7. If No Record at NSO, additional for securing CTC at LCR & NSO Authentication	P 500.00
8. Certification of No Marriage (CENOMAR) or Singleness	P 1,500.00
<b>Department of Social Welfare and Development (DSWD):</b>	
9. Travel Permit for Each Minor	P 750.00
<b>Philippine Tourism Authority (PTA):</b>	
10. Tax Exemption Certificate (TEC)	P 350.00
11. Reduced Travel Tax (RTT)	P 350.00
<b>Bureau of Immigration (BI):</b>	
12. Express Lane (Immigration)	P 500.00
13. Withdrawal ACR & ICR with Head Tax Receipt	P 500.00
14. Immigration Certification Fee	P 1,600.00
15. Immigration Certification – Not the Same Person	P 1,400.00
16. Annual Report + 300 waiver appearance	P 400.00
17. Change of Address	P 900.00
18. Amendment of Civil Status	P 1,800.00
19. ACR Registration of Minor	P 1,500.00
20. ACR Duplicate Original (D.O.)	P 4,000.00
21. ACR Replacement – Series E excluding Penalty	P 1,800.00
22. ACR Re-registration for & NBCR for 14 years old + cost of 1 Card	P 3,000.00
23. Extension of Student Visa	P 4,500.00
24. ACR & CRTS for student	P 4,500.00
25. Visa Extension – after 21 days – Visa Waiver (38 days) unrestricted alien	P 4,000.00
26. Visa Extension of stay after 89 days – per month extension unrestricted alien (max. 3 months)	P 1,750.00
27. Visa Extension (14 days) after first 7 days admission – BO HKG & HKG CI with Express	P 2,690.00
28. Visa Extension – 1 <sup>st</sup> month extension after 59 days admission (HKG CI/ PROC)	P 5,100.00
29. Visa Extension – 1 <sup>st</sup> month extension after 9a – 59 days admission (ROC/ PROC) with ACR & Head Tax	P 3,250.00
30. Visa Extension of Stay after 59 days – 2 <sup>nd</sup> month extension (BO HKG) up to the 6th month	P 3,200.00
<b>Other Documentation Services:</b>	
31. Notarial Fee per Document	P 300.00
32. Affidavit and Notarial Fee per Document	P 600.00
33. Affidavit & Certification with RTC, Malacanang & DFA Seal	P 2,200.00
34. Certification of Affidavit with RTC, Malacanang & DFA Seal	P 1,750.00
35. BC/MC/DC Certification with City Hall, NSO, Malacanang and DFA Seal	P 1,750.00
36. BC/MC/DC Certification with NSO, Malacanang & DFA Seal	P 1,500.00
37. NSO issued BC/MC/DC for Certification with Malacanang & DFA Seal	P 1,200.00
<b>Other Government Offices and Embassies (Ex Manila):</b>	
38. Authentication of documents per Government Office excluding receipt	P 500.00