REQUIREMENTS FOR ISSUANCE OF CONSULAR MORTUARY CERTIFICATE FOR SHIPMENT OF HUMAN REMAINS

1. Death Certificate
   - one (1) original and four (4) photocopies
2. Burial Transit Permit
   - one (1) original and four (4) photocopies
   - usually a 4" X 8" card or paper permit for transport of human remains
3. Notarized Embalmer’s Certificate
   - one (1) original and four (4) photocopies
   - stating that the body was duly embalmed and is in sanitary condition for shipment abroad
4. Notarized Mortuary Certificate
   - one (1) original and four (4) photocopies
   - stating that the casket contains only the body of the deceased and how the body will be shipped
5. Notarized Health Department Certificate
   - one (1) original and four (4) photocopies
   - stating that the deceased did not die of contagious disease
6. five (5) copies of flight itinerary and consignee information
   - flight schedule
   - consignee’s address and phone number in the Philippines
   - family member or contact person’s address in the U.S. and in the Philippines (indicate relationship to the deceased)
   - last known address of the deceased in the Philippines
7. five (5) photocopies of Proof of Citizenship
   - Philippine passport for Filipino citizens
   - for former Filipino citizen, U.S. passport or naturalization papers for other nationalities, passport
8. Processing fee of $50.00
   - $25.00 for Mortuary Certificate
   - additional $25.00 for the Report of Death for Filipino citizens
   - in cash, company check, money order or cashier’s check payable to the Philippine Consulate General
9. Self-addressed stamped envelope (registered mail/ FedEx/ UPS)

NOTE: Above documents should be received by the Embassy - Consulate at least four (4) working days before departure. Funeral Directors should contact the Philippine Embassy - Consulate General