

Embassy of the Philippines  
London, United Kingdom

ADVISORY: CONSULAR OUTREACH MISSION, NORWICH  
10 MARCH 2012 (COM-1)

The Embassy is pleased to announce the holding of its 1st Consular Outreach Mission for 2012 at the following venue:

**DATE** : **10 MARCH 2012, SATURDAY**  
**TIME** : **9 AM TO 5 PM (SATURDAY)**  
**VENUE** : **COSTESSEY CENTRE, LONGWATER LANE,  
COSTESSEY, NORWICH, NORFOLK, NR8 5AH**  
**CONTACT PERSON : MR. JEROME ALBANO, PRESIDENT OF PINOY IN NORWICH  
AKSYONG SAMAHAN [PINAS] (07799747514) – for directions to the venue**

SERVICES OFFERED:

- E-PASSPORT APPLICATIONS (by booking with the Embassy from 27 February - 02 March 2012 only on a first-book/first-served basis) – please see attached booking form)
- EMERGENCY GREEN PASSPORT APPLICATIONS
- PASSPORT VALIDITY PERIOD EXTENSION APPLICATIONS
- PASSPORT AMENDMENT (FROM SINGLE TO MARRIED NAME – ON GREEN PASSPORTS ONLY)
- ONE-WAY TRAVEL DOCUMENT APPLICATIONS
- REPORTS OF BIRTH, MARRIAGE, DEATH
- NOTARIAL & LEGALIZATION SERVICES (AFFIDAVITS, SPAs)
- NBI FORM APPLICATIONS
- ACCEPTANCE OF PHILIPPINE VISA APPLICATIONS (NOTE: NO ACTUAL VISAS WILL BE ISSUED DURING THE OUTREACH MISSION)
- PHILIPPINE CITIZENSHIP RETENTION/RE-ACQUISITION
- ASSISTANCE-TO-NATIONALS AND LEGAL ADVICE REGARDING PHILIPPINE LAW
- SSS, PAG-IBIG AND OWWA MEMBERSHIP/BENEFITS (OEC ISSUANCE)
- ADVICE ON EMPLOYMENT/LABOR RELATED MATTERS
- OVERSEAS ABSENTEE VOTING REGISTRATION (Please bring a valid passport)

All those who will avail of the services during the Outreach Mission are advised to check the documentary and other requirements at [www.philembassy-uk.org](http://www.philembassy-uk.org). Applicants may likewise download application forms in advance from the same website.

Those who wish to receive their e-Passports, visas to the Philippines, or other documents by post are advised to submit a self-addressed stamped special delivery envelope with their applications.

Payments for consular services can be made in cash (English currency) or with postal money orders made out to the Philippine Embassy. Personal cheques are not accepted for payment purposes.

The Embassy looks forward to seeing you at the Consular Outreach Mission in Norwich.

**Embassy of the Philippines  
London, United Kingdom**

**BOOKING FORM  
for e-Passport Application  
For the Consular Outreach Mission in Norwich  
10 March 2012**

**Note: Due to the high resolution requirements of a mobile set-up for the e-passport technology, the Embassy expects the system to accommodate only about 100 e-passport applications for a one day outreach in Norwich. In view of this, a booking/reservation system will be activated for this outreach.**

**Kindly take note of the following instructions:**

1. This booking form may be sent to the Embassy's fax number 02079309787 from 8 AM to 5 PM of Monday, 27 February 2012 until Friday, 02 March 2012. Kindly fax one (1) booking form per applicant. The Embassy will disregard forms sent before or after the specified booking dates and time.
2. Kindly provide a telephone number, a mobile number and an email address so that we can give confirmation by 09 March 2012 of whether or not a slot has been reserved for your application to be processed in Norwich on the day of the outreach. Parents must provide their contact details in case the applicant is a child.
3. Clients with confirmed booking must arrive at the venue of the outreach at least one (1) hour before the indicative time provided by the Embassy and with complete documents and requirements. Otherwise, the application will not be processed.
4. The reservation does not give assurance of a quicker processing time. Kindly note that there will be a lot of clients to be served on the day of the outreach hence, a longer waiting time. We thank you for your cooperation in this regard.
5. Priority will be given to those who do not have passports (i.e. babies, children, lost passports).
6. If your passports will expire in less than 6 months' time, we can extend the passports for the meantime.
7. If there are other concerns, kindly contact the Consul General (tel. no. 02074511805).

SURNAME		GIVEN NAME		MIDDLE NAME	
Date and Place of Birth:					
Present Address:					
Telephone number:		Mobile number:		E-mail address:	
Visa/Immigration Status:			If visitor, student or work permit holder, fiancée or spouse when will the visa expire:		
Passport number		Date of issuance		Place of issuance	
Signature of applicant or parent of minor applicant:					
Remarks (this portion is for the Embassy's use only. Thank you.)					