

REQUIREMENTS FOR CORRECTION OF DATE AND PLACE OF MARRIAGE IN THE BIRTH CERTIFICATE OF THE DOCUMENT OWNER UNDER RA 9048

1. Latest Copy of Birth Certificate to be corrected (Local Copy and PSA Copy – Have it photocopy for one (1)
2. One original copy and one Xerox/photo copy of marriage certificate of parents (certified local copy or PSA copy)
3. One original copy and one Xerox/photo copy of birth certificate If brother and sister of the document owner at least one (1) (certified local copy or PSA copy)
4. One latest original copy and one Xerox/Photo copy of Cenomar of both parents from NSO
5. 2 latest certified copies of parents marriage contract from the church stating the date of the civil marriage and / or certificate of no record of parent's marriage contract in reference to the erroneous date and place of marriage indicated in the birth certificate to be corrected
6. 2 Xerox copies of personal records of document owner. Please bring the original copy: baptismal certificate or school records (F-137 or Certification either Elem. or HS)
7. 2 Xerox copies of valid ID of the petitioner and the document owner or SPA (Special Power of Attorney), if the petitioner is not the document owner like auntie, uncle, Godparents, client, friend, officemate etc.

REMINDERS: NO INTERVIEW EVERY FRIDAY

1. All the requirements (Civil documents-birth certificate and marriage contract and personal records) should conform with the correction sought to be corrected (Lahat ng mga requirements na isusumite ay kailangan magtutugma sa itatamang dokumento)
 2. After the compliance of the requirements, please proceed to the information counter and get a number for the pre-interview
 3. Follow-up of the Petition is after four (4) months. Will commence on the date the petition was received by this office
 4. Payments are as follows: Registration Fee (P 1,000.00)/Certified Xerox Copy (P320.00) and Transmittal fee (P280.00)
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