

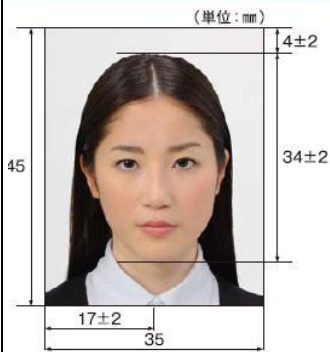
# PASSPORT REQUIREMENTS

## ( RENEWAL / NEW APPLICATION )

### 1. APPLICATION FORM [ 1 ]

\* obtained from Embassy of Japan in Manila or Passport Center in Japan

### 2. PHOTO [ 1 ]



\* Passport size (45 mm x 35 mm), white background, taken within the last 6 months.

\* Computer enhanced images are not accepted. Please make sure that the applicant's face is properly photographed and centered.

### 3. KOSEKI TOHON (FAMILY REGISTER) [ 1 ] \* within 6 months from date of issue

### 4. OLD PASSPORT ( for renewal , even if expired )

### 5. CERTIFIED TRUE COPY OF:

- \* BIRTH CERTIFICATE (if born outside of Japan or with English name)
- \* MARRIAGE CERTIFICATE (if changing name due to marriage)

### ADDITIONAL INFORMATION:

- \* **FIRST TIME APPLICANTS** (with the exception of newborn children) or those with EXPIRED PASSPORTS may be required to present proof of identity – photos from birth until present, valid school/government issued photo ID.
- \* **BOTH PARENTAL (Father and Mother) CONSENT** is required for applicants below 20 years of age
- \* If the applicant is too young or physically unable to sign his own name, the parent / legal guardian may sign on his behalf. Example:

**TARO GAIMU**

by Hanako Gaimu (mother)

**外務太郎**

外務一郎 (父代筆)

### NOTE:

Grade school students (and those older) are considered able and required to sign their own name.

- \* Application may be submitted by authorized representative (with authorization letter and valid photo ID) however, **PERSONAL APPEARANCE OF THE APPLICANT** is required to CLAIM the new passport.
- \* PLEASE DO NOT FOLD THE APPLICATION FORM. USE BLACK BALLPEN TO FILL UP APPLICATION FORM.