

## **REQUIREMENTS FOR REPORT OF DEATH:**

1. By appointment (<http://philembassynzl.appointy.com>), if submitted personally (please bring email or print out confirmation) or by courier/mail
2. All forms must be written or typed and printed in **BLACK INK**
3. Civil Registry and Legalization Application Form (<https://www.philembassy.org.nz/download>) - 1
4. Report of Death Form (<https://www.philembassy.org.nz/download>) - 3 original copies
5. Death Certificate - original and 3 copies
6. Medical certificate - original and 3 copies
7. Certificate of No Infectious Disease – 3 copies
8. If cremated, Certificate of Cremation – 3 copies
9. Passport – 3 copies
10. Payment should be cash or in bank check (payable to Philippine embassy). Please refer to our consular fees (<https://www.philembassy.org.nz/consular/schedule-of-fees>)
11. Courier Bag with a “Courier Signature Required” sticker (within NZ if residing in NZ/ International courier if residing outside NZ)

## **REQUIREMENTS FOR CONSULAR MORTUARY CERTIFICATE:**

1. Death Certificate - original and 1 copy
2. Medical certificate - original and 1 copy
3. Certificate of No Infectious Disease – 1 copy
4. If cremated, Certificate of Cremation – 1 copy
5. Passport – 1 copy
6. Flight details
7. Name and address of consignee
8. Payment should be cash or in bank check (payable to Philippine embassy). Please refer to our consular fees (<https://www.philembassy.org.nz/consular/schedule-of-fees>)
9. Courier Bag with a “Courier Signature Required” sticker (within NZ if residing in NZ/ International courier if residing outside NZ)

*Note: The Philippine Embassy assumes no responsibility for any delay or loss in the mail, or while the documents are in the custody of the courier service. The applicant should note the tracking numbers of all envelopes used and submitted.*