

## CHECKLIST FOR CONSULAR SERVICES (as of April 2024)

NAME OF APPLICANT:

Contact Number and Email:

**PHILIPPINE CITIZENSHIP RETENTION AND REACQUISITION  
UNDER REPUBLIC ACT NO. 9225 OF 2003**  
(a.k.a. dual citizenship)

***\*Natural-born Filipinos who were automatically conferred / granted their Swiss citizenship by virtue of their marriage to their Swiss husband prior to 1 January 1992 do not need to submit a petition. They, however, must show proof of automatic conferment of Swiss citizenship (such as the PSA-authenticated Marriage Contract if married in the Philippines, PSA-authenticated Report of Marriage (ROM, if married in the Philippines), or Swiss Certificat de mariage/Marriage Contract.***

***If the concerned applicant was married to a Swiss in Switzerland and only has the Certificat de mariage or the Swiss-issued Marriage Certificate with them (and has not filed an ROM for their marriage that took place in Switzerland), they will be required to file an ROM at the Embassy.***

***\*Documents are requested to be sent by postal mail and email for prior evaluation. Once applicant has sent their application, please send an email to the Consulate General (genevapcg.consular@dfa.gov.ph).***

***\*All documents must have 1 original and 3 photocopies. Please do not send the original foreign government issued passport and fees by postal mail.***

A. GENERAL REQUIREMENTS	Check (✓) to confirm availability for submission
1 <a href="#">Duly filled petition form for the retention / reacquisition of Philippine citizenship</a> The form can be downloaded from: <a href="https://bernepe.dfa.gov.ph/images/Dual_Citizenship_Form.pdf">https://bernepe.dfa.gov.ph/images/Dual_Citizenship_Form.pdf</a>	
2 <a href="#">PSA-authenticated Birth Certificate (BC, if born in the Philippines) or PSA-authenticated Report of Birth (ROB, if born outside of the Philippines), original and copy</a>  Please secure a copy of the record/s from the PSA through: <a href="https://www.psaserbilis.com.ph/#!">https://www.psaserbilis.com.ph/#!</a>	
3 <a href="#">PSA-authenticated Marriage Certificate (MC, if married in the Philippines) or PSA-authenticated Report of Marriage (ROM, if married outside of the Philippines), original and copy</a>  Please secure a copy of the record/s from the PSA through: <a href="https://www.psaserbilis.com.ph/#!">https://www.psaserbilis.com.ph/#!</a>	
4 Philippine passport (original and copy), if available. If lost, please refer to requirements of lost/damaged passports.	
5 Foreign government issued passport (copy, original to be required on the appointment date)	

	Certificate of Naturalization secured from the issuing authority.	
6	In case of Switzerland, please secure the Certificate of Naturalization from the Service de l'état civil or the Cantonal authorities that approved / granted the Swiss citizenship. If written in a foreign language, please submit an English translation (typewritten / printed). The English translation does not need to be Notarized.	
7	Affidavit stating the full circumstances in acquiring the foreign citizenship ( <i>ONLY IF</i> no. 6 cannot be secured from concerned Swiss municipality or canton.) The Affidavit is available upon request through email ( <a href="mailto:genevapcg.consular@dfa.gov.ph">genevapcg.consular@dfa.gov.ph</a> ); it can also be filled up at the Consulate General during the appointment date.	
8	Six (6) passport-sized photos, in white background and taken within the last six (6) months	
9	Derivative application (for minor child/children born after the foreign citizenship of the principal petitioner / applicant was acquired)	
10	<a href="#">a. PSA-authenticated Birth Certificate (BC, if born in the Philippines) or PSA-authenticated Report of Birth of the applicant/s (ROB, if born outside of the Philippines)</a>  <a href="#">Please secure a copy of the record/s from the PSA through: <u><a 27="" 583="" 600"="" 943="" data-label="Text" href="https://www.psaserbilis.com.ph/#!&lt;/a&gt;&lt;/u&gt;&lt;/a&gt;&lt;/td&gt; &lt;td&gt;&lt;/td&gt; &lt;/tr&gt; &lt;tr&gt; &lt;td&gt;b. Philippine passport, if any&lt;/td&gt; &lt;td&gt;&lt;/td&gt; &lt;/tr&gt; &lt;tr&gt; &lt;td&gt;c. Foreign government issued passport&lt;/td&gt; &lt;td&gt;&lt;/td&gt; &lt;/tr&gt; &lt;tr&gt; &lt;td&gt;d. Four (4) passport-sized photos of the child/children, in white background and taken within the last six (6) months&lt;/td&gt; &lt;td&gt;&lt;/td&gt; &lt;/tr&gt; &lt;tr&gt; &lt;td&gt;11&lt;/td&gt; &lt;td&gt;&lt;b&gt;Fee:&lt;/b&gt;&lt;br/&gt;(Notarial fees):&lt;br/&gt;&lt;b&gt;CHF50.00&lt;/b&gt; - Oath of Allegiance&lt;br/&gt;&lt;b&gt;CHF25.00&lt;/b&gt; - per each dependent minor child to acquire Philippine citizenship under the derivative mode&lt;/td&gt; &lt;td&gt;&lt;/td&gt; &lt;/tr&gt; &lt;/table&gt; &lt;/div&gt; &lt;div data-bbox="> <p><i>*The Consulate General does not process applications with incomplete documents. Original and copies are required.</i></p> </a></u></a>	

*\*The Consulate General reserves the right to require additional document/s from the client/s.*

*\*Additional instructions and the schedule of the oath-taking will be communicated through email. Personal appearance is required during the oath-taking.*

*\*For clarifications or other concerns regarding Philippine citizenship retention/reacquisition, please send an email to: [genevapcg.consular@dfa.gov.ph](mailto:genevapcg.consular@dfa.gov.ph).*