

**Philippine Embassy
Berne, Switzerland
CHECKLIST FOR CONSULAR SERVICES (as of January 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 Eheschein/Marriage Contract.*

If the concerned applicant was married to a Swiss in Switzerland and only has the Eheschein 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 for prior evaluation. Once applicant has sent their application, please send an email to the Embassy (bernepe.passport@dfa.gov.ph) after three (3) working days to inquire about the status of the application.*

** 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 Duly filled petition form for the retention / reacquisition of Philippine citizenship The form can be downloaded from: https://bernepe.dfa.gov.ph/images/Dual_Citizenship_Form.pdf	
2 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 Please secure a copy of the record/s from the PSA through: https://www.psaserbilis.com.ph/#!	
3 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 Please secure a copy of the record/s from the PSA through: https://www.psaserbilis.com.ph/#!	
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 Gemeinde 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; it can also be filled up at the Embassy during the appointment date.	
8	Five (5) 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. 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) Please secure a copy of the record/s from the PSA through: https://www.psaserbilis.com.ph/#!	
	b. Philippine passport, if any	
	c. Foreign government issued passport	
	d. Three (3) passport-sized photos of the child/children, in white background and taken within the last six (6) months	
11	Fee: (Notarial fees): CHF50.00 - Oath of Allegiance CHF25.00 - per each dependent minor child to acquire Philippine citizenship under the derivative mode	

**The Embassy does not process applications with incomplete documents. Original and copies are required.*

**The Embassy reserves the right to require additional document/s from the client/s.*

**For clarifications or other concerns regarding Philippine citizenship retention/reacquisition, please send an email to: bernepe.passport@dfa.gov.ph.*