

## REQUIREMENTS FOR SHIPMENT OF HUMAN REMAINS/URN TO THE PHILIPPINES

### A CONSULAR MORTUARY CERTIFICATE SHALL BE ISSUED UPON SUBMISSION OF THE FOLLOWING DOCUMENTARY REQUIREMENTS.

1. **Death Certificate/Registry (*Sterbeurkunde* or *Auszug aus dem Sterbe-eintrag*, in **Formula C**)** issued by the Local Civil Registrar (*Standesamt*) or similar authority showing the name, age, nationality, date of death and place of death of the deceased person
2. **Medical Report of Death (*Leichenshauschein*)**, stating the cause of death as certified by the attending physician
3. **Certificate of Non-Contagious Disease** issued by the proper health authority (e.g., *Gesundheitsamt*) stating that the deceased did not die of a contagious disease or that the remains to be shipped did not originate from a place contaminated by a contagious disease
4. **If cremated: Notarized Certificate of Cremation (*Einäscherungs-bescheinigung*)** issued by the crematorium stating that (a) the body was properly cremated in accordance with internationally accepted practices, (b) the ashes are in a sanitary condition for overseas shipment, consistent with existing standards, and (c) that the urn has been hermitically sealed and contains only the remains of the deceased.  
**If embalmed: Notarized Mortuary Certificate (*Bescheinigung*)** issued by the Mortuary/Funeral Director + **Embalming Certificate (*Bescheinigung der Einbalsamierung von Verstrobenen*)** stating that (a) the body was properly embalmed in accordance with internationally accepted practices, (b) the body is in a sanitary condition for overseas shipment, consistent with existing standards, and (c) that the coffin/casket has been hermitically sealed and contains only the remains of the deceased.
5. Corpse Transit Permit (*Liechenpass*) – Only for embalmed remains
6. Report of Death (Only if the deceased is a Philippine citizen) – see separately listed requirements
7. **If embalmed:** Copy of Airway Bill + flight details  
**If cremated and will be sent to RP as unaccompanied cargo:** Copy of Airway Bill + flight details  
**If cremated and will be checked-in by a person:** Copy of the flight details of the person who will bring the urn containing the ashes of the deceased + copy of the passport of person bringing the urn
8. Copy of the passport/*Personal ausweis* of the deceased

**Originals of all documents must be accompanied by 3 photocopies each.**

**All documents in German or other foreign language must be accompanied by an English translation by a certified translator.**

#### 9. Documentation Fee

- Fee for the issuance of the Consular Mortuary Certificate: Euro 22,50
- Fee for issuance of the Report of Death (for deceased Filipinos): Euro 22,50
- Additional Fee if applying for Delayed Report of Death: Euro 22,50

#### **BANK DETAILS OF THE PHILIPPINE EMBASSY, BERLIN**

Name:	<b>Philippinische Botschaft</b>
Account No.	<b>19 50 229</b>
Bank Code BLZ:	<b>380 700 59 Deutsche Bank Bonn</b>
BIC:	<b>DEUT DE DK380</b>
IBAN:	<b>DE 83 380 700 590 1950229 00</b>

**PHILIPPINE EMBASSY, BERLIN**

**APPLICATION FOR A MORTUARY CERTIFICATE**

**FOR THE SHIPMENT OF HUMAN REMAINS TO THE PHILIPPINES**

I wish to apply for a Mortuary Certificate for the shipment to the Philippines of the:

**Embalmed corpse**

**Cremated remains (Ashes)**

of: \_\_\_\_\_ (*State name of the deceased*)

*(Option A)*

CONSIGNEE: NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TEL. NO. IN THE PHILIPPINES: \_\_\_\_\_

-----  
*(Option B)*

CONSIGNEE: NAME OF FUNERAL PARLOR IN THE PHILIPPINES:

\_\_\_\_\_

ADDRESS: \_\_\_\_\_

NAME OF CONTACT PERSON: \_\_\_\_\_

TEL. NO. IN THE PHILIPPINES: \_\_\_\_\_

representing:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TEL. NO. IN THE PHILIPPINES: \_\_\_\_\_

*NOTE: If the applicant will not come in person to the Embassy but will be represented by a German funeral agent, please complete the following:*

I hereby authorize \_\_\_\_\_ (*Name of German funeral agent*) to liaise with the Philippine Embassy, Berlin on my behalf, in all matters relating to the issuance of the Mortuary Certificate.

\_\_\_\_\_  
Signature of Applicant

Date: \_\_\_\_\_

Applicant's Address in Germany: \_\_\_\_\_

Applicant's Phone No. in Germany: \_\_\_\_\_