

Philippine Embassy Berlin



### Visa Requirements for Visa Required Nationals

1. Two (2) Accomplished Visa application forms + two recent biometric passport sized photographs (3.5x4.5 cm)
2. Original passport/travel document + two (2) copies. Make sure your passport is valid for at least six (6) months beyond the intended period of stay in the Philippines
3. Two (2) Copies of your flight details/ reservation
4. Two (2) Copies of German residence permit
5. Hotel reservation (if staying in a hotel) / Invitation letter from your sponsor + his/her passport copy
6. Proof of financial capacity to support self during visit to the Philippines- (i.e. latest 3 months bank statement or Lohnabrechnung/Payroll slip)
7. Certification from your employer stating start date in the company, monthly salary and job title
8. Travel Insurance
9. *If purpose of travel is business:* letter from the company in Germany or the sponsoring company in the Philippines guaranteeing coverage of your expenses while in the Philippines.
10. Self-addressed return envelope with EUR 3.95 stamps (registered mail). If Berlin is your residence, you may pick-up your passport personally.
11. Visa fees of Euro 36.00 to be transferred to the Embassy's bank account. (Please be advised that the Embassy follows the "NO REFUND POLICY "on fees paid by applicants for actual services rendered by the Embassy. "Actual services rendered" include, but are not limited to, services rendered from receipt of documents for review by the Consular Officer or, in case of payment, from the time of its receipt, and not merely restricted to the issuance of document. Fees for unserved applications/applications no longer pursued are non-refundable.)

#### Bank Details

Name: Philippinische Botschaft  
IBAN: DE 83 380 700 590 1950229 00  
BIC: DEUT DE DK380

Important: The visa issuance is 10 working days except to holders of travel document issued by the German government. For travel document holders, we will only require you to pay the visa fee and submit original travel document, only after the visa issuance authority is received from DFA Manila.

For further questions, please contact us at Tel. 030 / 864 95 023 or email [consular@philippine-embassy.de](mailto:consular@philippine-embassy.de)

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