

REQUIREMENTS FOR VISA REQUIRED NATIONALS

1. Duly accomplished FA Form No. 2 (Chinese nationals must use FA Form No 2 in Chinese)
2. Recent passport size photograph, colored and with white background
3. Original machine-readable passport with a minimum validity of six (6) months beyond the intended stay in the Philippines (Nationals that are required prior approval from Manila will be asked to submit the original passport on a later date)
4. Photocopy of passport's data page
5. Photocopy of valid German residence permit
6. Printed airline booking or itinerary of travel showing dates of arrival to and departure from the Philippines
7. Proof of financial capacity (most recent bank statement and/or latest three (3) month payroll slip (*Lohnabrechnung*))
8. Company-issued Employment Certificate stating applicant's employment status and monthly income
9. Travel insurance
10. Accommodation – Hotel reservation (if any) or invitation letter from sponsor including a copy of his/her passport (if staying with a family in the Philippines)
11. Visa Fee: €22,50 (for Chinese nationals) €36,00 (for other nationals)
 - Cash payment for walk in applicants
 - Bank transfer If application is sent by mail (please send copy of proof of payment)
 - Name : Philippinische Botschaft
 - IBAN : DE 83 380 700 590 1950229 00
 - BIC : DEUT DE DK380
12. Return envelope preferably from DHL (Expresseeasy) or UPS (Standard)

ADDITIONAL REQUIREMENT IF APPLYING FOR BUSINESS VISA

1. Confirmation Letter from applicant's company in Germany stating the purpose of visit and guaranteeing the coverage of the expenses while in the Philippines, and/or
2. Invitation letter from the company in the Philippines

IMPORTANT

- **DO NOT PURCHASE THE FLIGHT TICKET BEFORE APPLYING FOR THE VISA. REQUEST FOR A "BOOKING" OR "FLIGHT ITINERARY". PURCHASE THE FLIGHT TICKET ONLY AFTER THE VISA IS GRANTED.**
- **PAYMENTS MADE ARE NON-REFUNDABLE**
- **MULTIPLE ENTRY VISA NEEDS PRIOR APPROVAL FROM THE DEPARTMENT OF FOREIGN AFFAIRS**
- **FOR FURTHER INQUERIES, PLEASE CALL THE EMBASSY AT +49 (30) 864 950 105**