

ISSUANCE OF PDF COPIES OF 9C CREW LIST VISAS TO FOREIGN SEAFARERS ABOARD SHIPS EN ROUTE TO THE PHILIPPINES

Documentary requirements:

- Scanned copies of duly accomplished FA Form No. 2 with photo
(<http://philippine-embassy.de/wp-content/uploads/2019/05/FA-Form-No.-2.pdf>)
- Duly accomplished FA Form No. 61 (Excel format) with the e-signatures of the Agent/Representative in Part E and of the Captain/Master in Part F
(<http://philippine-embassy.de/wp-content/uploads/2020/09/FA-form-No.-61.xls>)
- Scanned copies of passport data pages of the foreign seafarers
- Scanned copy of the letter from the shipping company
- Proof of transfer for the applicable fees including bank/wire charges to be paid in the following bank details:

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

Crew Members of not more than 40	Euro	90,00
Crew Members from 41 to 100	Euro	135,00
Crew Members from 101 to 200	Euro	180,00
Crew Members more than 200	Euro	225,00
Express Processing Fee (optional)	Euro	9,00

- Arrangement with an international courier provider for the transmittal of the original crew list visa from the Embassy

Procedure:

1. Above requirements to be sent via email;
2. Crew List visa will be issued after five (5) working days or after two (2) working days for those who will pay Expedite Processing Fees in event of positive review and receipt of the applicable fees;
3. Embassy will send advance copy of the Visaed Crew List to DFA-OCA copy furnished the LMA, the ship's agent or their authorized representative;
4. Hard copies of the visas to be claimed by the LMA, the ship's agent or the authorized representative for submission to the Bureau of Immigration

PLEASE CONTACT THE EMBASSY FOR FURTHER INQUIRIES:

TEL NO: +49 (30) 864 950 105

EMAIL: visa.berlinpe@gmail.com