REQUIREMENTS FOR ISSUANCE OF CONSULAR MORTUARY CERTIFICATE
FOR SHIPMENT OF HUMAN REMAINS

1. Death Certificate
   - one (1) original and four (4) photocopies

2. Burial Transit Permit
   - one (1) original and four (4) photocopies
   - usually a 4" X 8" card or paper permit for transport of human remains

3. Notarized Embalmer’s Certificate
   - one (1) original and four (4) photocopies
   - stating that the body was duly embalmed and is in sanitary condition for shipment abroad

4. Notarized Mortuary Certificate
   - one (1) original and four (4) photocopies
   - stating that the casket contains only the body of the deceased and how the body will be shipped

5. Notarized Health Department Certificate
   - one (1) original and four (4) photocopies
   - stating that the deceased did not die of contagious disease

6. five (5) copies of flight itinerary and consignee information
   - flight schedule
   - name of the receiving funeral parlor in the Philippines
   - consignee’s address and phone number in the Philippines
   - family member or contact person’s address in the U.S. and in the Philippines
     (indicate relationship to the deceased)
   - last known address of the deceased in the Philippines

7. five (5) photocopies of Proof of Citizenship
   - Philippine passport for Filipino citizens
   - for former Filipino citizen, U.S. passport or naturalization papers
   - for other nationalities, passport

8. Report of Death (if the deceased was a Filipino citizen)
   - can be downloaded from the website www.chicagopcg.com
   - two (2) originals and three (3) photocopies

9. Processing fee of $50.00
   - $25.00 for Mortuary Certificate
   - additional $25.00 for the Report of Death for Filipino citizens
   - in cash, company check, money order or cashier’s check payable to the Philippine Consulate General

9. Self-addressed stamped envelope (registered mail/ FedEx/ UPS)

NOTE: Above documents should be received by the Consulate at least four (4) working days before departure. Funeral Directors should contact the Philippine Consulate General at (312) 583-0621 ext. 12.