



# PHILIPPINE FOREIGN SERVICE POST

PHILIPPINE CONSULATE GENERAL, CHICAGO

## REPORT OF DEATH

**THIS FORM IS NOT FOR SALE**

(DFA-OCA-CRD-07 / REV.01 / 24 APRIL 2018)

OFFICIAL USE ONLY

DATE OF REGISTRATION

REGISTRY NUMBER

ROD-CH-

### PARTICULARS OF THE DECEASED

1. LAST NAME

2. FIRST NAME

3. MIDDLE NAME

4. DATE OF BIRTH   
*(Ex. 01 January 2000)*

5. PLACE OF BIRTH   
*(city/state/province, country)*

6. SEX  MALE  FEMALE

7. OCCUPATION

8. CIVIL STATUS

9. CITIZENSHIP

10. NAME OF SURVIVING SPOUSE/RELATIVE

11. ADDRESS OF SURVIVING SPOUSE/RELATIVE

### PARTICULARS OF DEATH

12. DATE OF DEATH   
*(Ex. 01 January 2000)*

13. TIME OF DEATH   AM  PM

14. PLACE OF DEATH   
*(Includes hospital or institution's name, city, state, province, country)*

15. IMMEDIATE CAUSE OF DEATH   
*(technical statement as cause of death given by competent authority or probable cause of death)*

16. DISPOSITION OF REMAINS

17. PLACE OF BURIAL

18. SUPPORTING DOCUMENTS SUBMITTED:

Death Certificate

Transit Certificate

Notarized Mortuary Certificate

Embalmer's/ Cremation Certificate

Non Contagious Disease Certificate

Others (specify) \_\_\_\_\_

19. IF SHIPPED TO THE PHILIPPINES:  REMAINS IN COFFIN  ASHES IN URN

20. FLIGHT NO.

21. DATE OF SHIPMENT   
*(Ex. 01 January 2000)*

22. NAME OF CONSIGNEE

23. ADDRESS OF CONSIGNEE

24. NAME OF MORTUARY /CREMATOR

25. ADDRESS OF MORTUARY/CREMATOR

26. I, THE UNDERSIGNED DECLARE UNDER PENALTY OF PERJURY under the laws of the Republic of the Philippines, that the information I have provided herein are the true and accurate facts of death of the deceased being sought to be registered, to the best of my knowledge.

SIGNATURE OF INFORMANT OVER PRINTED NAME : \_\_\_\_\_

RELATIONSHIP TO THE DECEASED : \_\_\_\_\_

SUBSCRIBE AND SWORN TO BEFORE ME this \_\_\_\_\_ by the above-named informant, here in \_\_\_\_\_.  
*Date ( Ex. 01 January 2000)*

\$

[SEAL] NOTARIAL AUTHORITY

27. REMARKS/ANNOTATIONS

### OFFICIAL USE ONLY. DO NOT WRITE ANYTHING BELOW THIS BOX

28. The foregoing information was furnished by the above-named informant, and supported by corresponding documents from local authorities.

Registered today, \_\_\_\_\_ in the civil registry records of the Consular Section of the Philippine Embassy/Consulate Chicago \_\_\_\_\_.

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

Doc. No. \_\_\_\_\_

Service No. \_\_\_\_\_

O.R. No. \_\_\_\_\_

Fee Paid \$25.00 \_\_\_\_\_

Book No. \_\_\_\_\_

Series of \_\_\_\_\_

[SEAL] REPUBLIC OF THE PHILIPPINES

**REPORT OF DEATH REQUIREMENTS**  
**(To be accomplished only if the deceased was a Filipino citizen)**

1. Request signed by the next-of-kin (NOK) with attached proof of NOK status (copy of Marriage Contract or Birth Certificate). Please indicate your contact details (mobile no. and email address).
2. Five (5) original duly-accomplished **REPORT OF DEATH** (ROD) forms, TYPEWRITTEN, signed by the NOK/ Informant and notarized by a local notary
3. One (1) original or certified true copy (CTC) and five (5) photocopies of the **Death Certificate** (original/ CTC will be returned)
4. Five (5) photocopies of **proof of Philippine citizenship** of the deceased (Philippine passport, green card or Identification Certificate for dual citizens)
5. Two (2) originals and three (3) photocopies of notarized (by a local notary) AFFIDAVIT OF DELAYED REGISTRATION (Form is enclosed) explaining the reason/s for delayed registration if ROD is filed more than a year after the date of death
6. Send the above-mentioned requirements by mail to the Philippine Consulate General (122 S Michigan Ave., Suite 1600, Chicago, IL 60603). Include a self-addressed return envelope (with appropriate stamps for express or priority mail with tracking numbers via US Postal Service, or with pre-paid mailing envelope from a private courier of choice **[except FedEx]**), and a non-refundable processing fee of \$25.00 (money order payable to "Philippine Consulate General"). **Personal checks and credit cards are not accepted.**
7. For related inquiries, please email [chicagopcg.civil@gmail.com](mailto:chicagopcg.civil@gmail.com).

**ADDITIONAL GUIDELINES:**

1. **Only Death Certificates from the following States are accepted by the Consulate:**

<i>Illinois</i>	<i>Missouri</i>
<i>Indiana</i>	<i>Nebraska</i>
<i>Iowa</i>	<i>North Dakota</i>
<i>Kansas</i>	<i>Ohio</i>
<i>Michigan</i>	<i>South Dakota</i>
<i>Minnesota</i>	<i>Wisconsin</i>

2. The Consular Officer reserves the right to require additional proof or documents from an applicant.
3. **Incomplete requirements will not be processed and may be returned to the sender.**

**AFFIDAVIT FOR DELAYED REGISTRATION**

**OF**

**BIRTH**     **MARRIAGE**     **DEATH**

*(In case of birth, this form may be accomplished by either the father, mother, guardian or the person concerned himself/herself, if the latter is already 18 years old and above.)*

I, \_\_\_\_\_ of legal age, single/married and currently residing at \_\_\_\_\_, after having duly sworn to in accordance with law, do hereby depose and say:

1. That I am the applicant for the delayed registration of birth/marriage/death of \_\_\_\_\_;
2. That said birth/marriage/death took place on \_\_\_\_\_ in \_\_\_\_\_;
3. That I/he/she am/is a citizen of \_\_\_\_\_;
4. That the reason for the delay in registering the birth/marriage/death was due to \_\_\_\_\_; and
5. That the said birth/ marriage/ death has not been previously registered with the Philippine Consulate or the Philippine Statistics Authority.

\_\_\_\_\_  
Affiant's Signature

**SUBSCRIBED AND SWORN TO** before me this \_\_\_ day of \_\_\_\_\_  
20\_\_\_ at \_\_\_\_\_.

\_\_\_\_\_  
Notary Public