

## MESSAGE FOR U.S. CITIZENS

U.S. Embassy representatives from the American Citizens Services (ACS) unit of the Consular Section; Social Security Administration (SSA) and representatives from Department of Veterans Affairs (VA) will be in:

**OLONGAPO CITY**  
**Wednesday, January 15, 2014**  
**8:00am to 11:00am**  
**Mansion Garden Hotel**  
**Dewey Avenue cor. Bonifacio St., SBFZ**

### ACS will:

- ✓ Accept applications for Passports and Consular Reports of Birth Abroad
- ✓ Provide information on registering with the Embassy
- ✓ Perform notaries and affidavits of legal capacity to marry in the Philippines
  - *Please note: Applicants for Citizenship and Passport service must read all information on the US Embassy website (<http://manila.usembassy.gov/service.html>). Read this before you come and prepare all documents for the interview. If you do not bring the required documentation, we will turn you away and you will have to schedule an appointment at the Embassy.*
  - *Due to demand, we might not be able to accommodate all applicants for interview during the three hours of the outreach and may implement a limit for some services.*

### SSA will:

- ✓ Discuss basic entitlement requirements for the different Social Security benefits;
- ✓ Develop claims for benefits;
- ✓ Process Social Security number applications;
- ✓ Resolve Post-Entitlement cases, e.g., Change of Address, Report of Death, Medicare Enrollment, Direct Deposit enrollment, Non-receipt of benefits, etc.

### VA will:

- ✓ Field general inquiries on specific claims
- ✓ Assist in filling out VA application forms for various benefits such as compensation, pension, death benefits, burial benefits, claim for dependents and change of address.

### **IMPORTANT NOTICE:**

**While fees are listed in U.S. Dollars, because of banking issues, we can only accept Philippine pesos as payment for services. (Peso exchange rate will be provided during the Outreach). Payment must be made in the exact amount as there is no change available.**

### **SCHEDULE OF FEES**

#### **PASSPORT APPLICATION FEES**

Adult (16 and above) Passport Application fee (DS11):	\$135
Minor (under 16) Passport Application fee:	\$105
Passport Renewal fee (minor)	\$105
(adult (DS82))	\$110
Additional Passport Pages:	\$82
Consular Report of Birth Abroad:	\$100

#### **NOTARIALS**

Affidavit (Subscribed and Sworn To)	\$50
Additional Copy	\$50
Other doc. related to the same transaction	\$50
Acknowledgment of Signature	\$50
Voting registration card or absentee ballot	no fee
Savings Bonds	no fee
<b>Affidavit of Legal Capacity to Marry</b>	\$50

**Report of Death of an American Citizen** no fee

**Selective Service** no fee

Inquiries regarding Non-Immigrant Visas will not be accommodated during the outreach. Inquires must be made to the U.S. Embassy in Manila by calling (02) 982-5555 and (02) 902-8930 (for calls within the Philippines) or via e-mail to [ConsManilaNIV@state.gov](mailto:ConsManilaNIV@state.gov).

**Additional information can be obtained prior to the visit by contacting: American Citizen Services Section of the American Embassy in Manila (02) 301-2000 ext. 2246.**

**Please be reminded that services will be on a first come first served basis. Sign-up sheets will be provided at the outreach. However, emergency cases will be given a priority.**