

Consulate General of the Philippines )  
City of Chicago ) S.S.  
State of Illinois, U.S.A. )

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

Registry No.: \_\_\_\_\_

### AFFIDAVIT TO USE THE SURNAME OF THE FATHER

I, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ years old, a resident of  
Affiants' Name Citizenship Civil Status Age  
\_\_\_\_\_ after having been duly sworn to in accordance with law, do hereby declare that:

1. I am seeking to use the surname \_\_\_\_\_ in :
  - a)  my Certificate of Live Birth/Report of Birth, pursuant to R.A. 9255 and its Revised IRR.
  - b)  the Certificate of Live Birth/ Report of Birth of \_\_\_\_\_  
(Complete Name of Child)  
who is my \_\_\_\_\_, pursuant to R.A. 9255 and its Revised IRR.  
(Relationship of the Affiant to the Child)
2. I/He/She was born on \_\_\_\_\_ at \_\_\_\_\_,  
(Date of Birth) (City/Municipality) (Province/State) (County)
3. My/The birth was recorded under Registry No. \_\_\_\_\_ on \_\_\_\_\_ (if applicable).  
(Registry No.) (Date of Registration)
4. The Affidavit of Admission of Paternity or the Private Handwritten Instrument was recorded under Registry No. \_\_\_\_\_ on \_\_\_\_\_ at the Local Civil Registry Office (LCRO)/Philippine Foreign Service Post (PFSP)  
(Registry No.) (Date of Registration)  
of \_\_\_\_\_ (if applicable).  
(City/Municipality) (Province) (Country/State)
5. I am filing this AUSF at the LCRO/PFSP of \_\_\_\_\_ in accordance  
(City/Municipality) (Province) (Country/State)  
with R.A. No. 9255 and its Revised Implementing Rules and Regulations.
6. I hereby certify that the statements made herein are true and correct to the best of my knowledge and belief.
7. In witness whereof, I hereby affix my signature on this \_\_\_\_\_ at \_\_\_\_\_.

\_\_\_\_\_  
**Signature over printed name of Affiant**

SUBSCRIBE AND SWORN to before me this \_\_\_\_\_ in the city/municipality of \_\_\_\_\_,  
affiant exhibiting his \_\_\_\_\_ issued at \_\_\_\_\_ on \_\_\_\_\_. I certify that  
I personally examined the affiant and that he/she voluntarily executed the foregoing affidavit and understood the  
contents thereof.

\_\_\_\_\_  
**Signature over Printed Name  
of Administering Officer**

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_

## REQUIREMENTS

1. Affidavit to Use the Surname of the Father (AUSF) form in four (4) original copies.
2. Original and four (4) photocopies of the following:
  - a. Child's Birth Certificate
  - b. Marriage Certificate of parents, if applicable
  - c. Passport of the parent(s)
  - d. Alien Registration card or US Visa, if applicable
3. Processing fee of \$50.00 which includes:
  - a. \$25.00 – Notarization and registration of the AUSF.
  - b. \$25.00 – Issuance of Certificate of Registration (CoR) for AUSF.

Payment is non-refundable and payable in cash. Personal checks, personal money orders and credit cards are not accepted.

### NOTE:

- The AUSF shall be executed by the mother or the guardian, in the absence of the mother, if the child is aged 6 years old and below.
- The AUSF shall be executed by the child, if aged 7-17 years old, with the attestation of the mother or guardian, in the absence of the mother.
- The AUSF shall be executed by the person himself, if of age, without need of attestation from the mother or guardian, in the absence of the mother.

Applications should be filed personally and signed by the concerned parent or individual before a Consular Officer. Mailed application is not accepted.

The Consular Officer reserves the right to require additional documents from the applicant.