

**EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
AMBASSADE I REPUBLIKKEN FILIPPINERNE
COPENHAGEN, DENMARK**

EMERGENCY TRAVEL DOCUMENT APPLICATION

An emergency travel document is a certification or identifying document containing the description and other personal circumstances of the bearer, which is issued in lieu of a passport and is valid for one-way, direct travel to the Philippines. The travel document shall be issued to Filipino citizens who have lost their passports overseas or cannot be issued a regular passport, and need to urgently return to the Philippines. The travel document shall be valid for a period of thirty (30) days from date of issuance.

Checklist of Core Requirements:

- ☐ Confirmed online appointment
- ☐ Personal appearance
- ☐ Accomplished application form
- ☐ Two (2) passport size photos (3.5 cm x 4.5 cm)
- ☐ Current Philippine passport
 - For lost passport -
 - Photocopy of data page of lost passport, if available
 - If copy is unavailable, original and one (1) photocopy of the Philippine Statistics Authority (PSA) issued Birth Certificate or PSA-issued Report of Birth
 - Affidavit of Lost passport
 - Police report in English (only for valid lost passport)
 - For mutilated or damaged passport -
 - Original and photocopy of current Philippine passport (pages 2-3 only);
 - Affidavit of Destruction/Mutilation of passport
 - For other reasons not specified above -
 - If newborn, Report of Birth issued by the Embassy;
 - Affidavit of explanation for the sudden return to the Philippines;
- ☐ Proof of urgency to travel to the Philippines -
 - Death of immediate family member (death certificate)
 - Medical reasons (medical certificate)
 - Legal proceedings (subpoena or notices of hearing)
 - Deportation papers from the Danish Return Agency
- ☐ Service and expedite fees for the travel document and affidavit in the total amount of DKK 600.00 in exact amount, in Danish krone only. If with a Danish bank account, payment via instant/expedite bank transfer is preferred. Payment instructions will be provided upon receipt of your appointment confirmation.

Note: Please upload PDF or JPEG copies of all documentary requirements applicable to you when you book an appointment.