

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

NON-IMMIGRANT VISA

9(C) for Seaman or Crew List

Checklist of Core Requirements:

- Confirmed online appointment
- Personal appearance of applicant
- Duly accomplished application form. Access document templates by clicking **Downloadable Forms**
- One (1) passport size photograph with white background
- Current passport and one (1) photocopy of its data page. Passport must be valid at least six (6) months beyond the intended period of stay in the Philippines
- Residence permit or proof of legal residence
- Confirmed onward ticket showing flight details of travel from country of origin to destination country via the Philippines. Transit period is limited to 72 hours.
- Hotel reservation/ email confirmation / certificate issued by visa applicant's hotel in the Philippines
- For Chinese nationals: Social Insurance Record Certificate registered for at least six (6) months at the time of the submission of the visa application with English translation. Exempted Are Chinese students who will be required to submit proof of enrolment in English and retirees above 55 years of age.
- Service and expedite fees for the following services:
 - 9C Seaman Visa - DKK 240.00*If with a Danish bank account, payment via instant bank transfer is preferred. Payment instructions will be provided upon receipt of your appointment confirmation.*
- **Individual Seaman**
 - Seaman's book and photocopy of its data page;
 - Certification letter from a Denmark-based shipping company deploying the foreign seafarer, naming the vessel which the seafarer will board, where it is docked, and the designation/ assignment of the seafarer aboard the vessel, duly notarized by a Danish notary public.
 - Endorsement letter from Philippine-based charterer/agent acknowledging the incoming seafarer's assignment aboard the vessel, duly notarized by a Philippine notary public.
- **Crew list**
 - Duly accomplished crew list visa application form (available from the Visa officer), in triplicate.
 - Certification letter from Denmark-based shipping company deploying the vessel and its crew, naming the ship's master/captain, and endorsing the purpose of the voyage and its intended schedule, duly notarized by a Danishnotary public.
 - Triplicate copies of vessel Captain/Master's seaman's book and passport data page, showing personal details and signature.
 - Triplicate copies of the seaman's book / passport data page of crew members.

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