

**Philippine Consulate General in San Francisco**  
**Consular on Wheels Program 2018**  
**General Guidelines**

1. Beginning 2018, in order to streamline consular outreach operations and to ensure an efficient and comfortable process for everyone, **ALL consular outreach missions are on a per appointment basis.** The Consulate will provide a link where the public may register. Please be reminded that ONE ticket PER CLIENT policy will apply. Unless you have an appointment, there is a very big possibility that we will not be able to accommodate you.
2. Location, time and venue and all other details pertaining to the consular outreach will be posted in the link that we will be opening.
3. Please come 30 minutes before your appointment schedule. This will cause less hassle for you. We will only accommodate you during your prescribed appointment period. Should you come in too early, you will have to wait for your appointment time. If you come late, then we will accommodate you at the end of all processing.
4. Fill out and complete all forms before you arrive. Save time and download the necessary forms you need prior to your visit. Please make sure that all applications are filled out and completed with the required signatures. You can access all consular forms by visiting our website: [www.philippinessanfrancisco.org](http://www.philippinessanfrancisco.org).
5. Bring all required documents. Each service has its own set of personal document requirements. This could mean bringing original, certified true copies, and/or photocopies of each document. Please visit our website, [www.philippinessanfrancisco.org](http://www.philippinessanfrancisco.org) to check exactly what you need to bring for each service.
6. Bring the right amount of money. The consulate only accepts postal money order, cashier's check and cash. Personal checks, personal money orders, and credit cards will NOT be accepted. Applications will not be processed until the required fee is paid.
7. The proposed schedule is subject to change and/or cancellation as these are contingent on many factors such as availability of funds, weather, and other activities and events at the Consulate.

Thank you for your cooperation. We are pleased to be of service to you!

CONSULAR OUTREACH	DATE OF OUTREACH	DATE WHEN APPOINTMENT SYSTEM WILL BE OPENED
SNOHOMISH, WA	17-18 November 2018 Saturday - Sunday	November 3, 2018
ANCHORAGE, AK	15-17 December 2018 Saturday - Monday	December 2018