

HOW TO APPLY FOR DUAL CITIZENSHIP

1. COMPLETE YOUR DOCUMENTS AT HOME

- Get a [list of requirements](http://www.philippinessanfrancisco.org) from www.philippinessanfrancisco.org. Download and print the list.
- **Complete** the requirements (originals) in the checklist. Incomplete documents cannot be processed.
- Secure an [appointment](#).
- Make **photocopies** of all originals.
- Print the [application form](#) from the website and fill it up.

2. VISIT THE CONSULATE

- Present your appointment to the lobby guard.
- Head to the **2nd floor**.
- Proceed to **room 203**. Present your appointment and your documents (original and photocopies).
- Your documents will be checked. If **incomplete**, you will be asked to return with the missing documents.
- Proceed to the 6th floor.
- Head to the **Cashier** (Aisle 1) to pay the fee (\$50 per adult; \$25 per minor).
- Bring the receipt to the 2nd floor and give it to the Dual Officer.
- The Dual Officer will take your **fingerprints**.
- You will be required to return to the Consulate for the [oath taking](#).

3. RELEASE OF DOCUMENTS

- Upon successful completion of [all documentation and procedures](#), you will be required to return to the Consulate on Thursday the week after their application for oath taking ceremony at 10:00 AM, to finalize the application.
- Proceed to the **Voter Registration Desk** to register for the 2019 Philippine Elections. Submit your duly-filled Voter Registration form