

**PHILIPPINE EMBASSY- BERNE, SWITZERLAND**  
**PHILIPPINE CONSULATE GENERAL- GENEVA, SWITZERLAND**

**REQUIREMENTS FOR NOTARIAL SERVICES**

**AUTHENTICATION**

- Original document
- English translation, if the original document is not in English
- Original document must be
  - Notarized and
  - Legalized at the State Chancery (*Staatskanzlei*) of the applicant's canton
- Photocopy of the document(s) for the Embassy's file
- Self-addressed envelope with CHF6.00 postal stamp (registered) for the return of the document.
- Fee: CHF25.00 per document (to be send together with the documents if done by post)

**ACKNOWLEDGEMENT**

A written statement usually prepared by the lawyer of the applicant, such as General/Special Power of Attorney, Deed of Sale, etc. (LEGAL FORMAT)

- Original document
- Photocopy of the document(s) for Embassy file
- Photocopy of valid Philippine passport
- Personal appearance of the applicant at the Embassy
- Self-addressed envelope with CHF6.00 postal stamp (registered) for the return of the document.
- Fee: CHF25.00 per document

**AFFIDAVIT**

A written statement prepared by the applicant, such as statements of financial support, parental consent, etc

- Original affidavit
- Photocopy of the document(s) for Embassy file
- Photocopy of valid Philippine passport
- Personal appearance of the applicant at the Embassy
- Self-addressed envelope with CHF6.00 postal stamp (registered) for the return of the document.
- Fee: CHF25.00 per document

**CERTIFICATION**

A statement prepared by the Embassy such as Certification of Filipino Citizenship, Certification of Legal Capacity to Marry, etc. Please call the Embassy for the requirements