



## REGISTRATION WITH THE EMBASSY

### General requirements:

- 1) Fully filled-in, dated and signed registration form (click on FORMS in *Quick Links*).
- 2) Copy of your Belgian identity card and passport.
- 3) “Model 8” form issued by your last municipality in Belgium as proof of de-registration. This is not necessary if you are currently registered with another Embassy of Belgium abroad.
- 4) Copy of your ACR-card (Alien Certificate Registration) as proof of registration in the Philippines OR copy of your Filipino passport in case of dual nationality.
- 5) Residence Certificate from your barangay in the Philippines as official proof of address (full details – included zip code – to be mentioned).

### Procedure:

You can choose to send the above documents via email at [manila@diplobel.fed.be](mailto:manila@diplobel.fed.be) or book a mandatory appointment via [e-appointment](#). if you wish to come in person to the embassy.

The registration will be done in a couple of days provided the file is complete. It is free of charge.

Any change of address must be communicated as soon as possible to the Embassy via email by means of the proper form (look for change of address on FORMS in *Quick Links*) accompanied with a new Residence Certificate from your barangay.