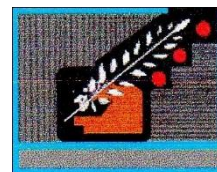




Republic of the Philippines
 Province of Camarines Sur
 Pasacao, Camarines Sur
OFFICE OF THE MUNICIPAL CIVIL REGISTRAR



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(054)5139773/09394459465/09062883049

Requirements for the **PETITION for CLERICAL ERROR** on Birth/Death/Marriage certificate **Under R.A. 9048. R.A. 10172**

Document owner: _____

Description of Error: 1) _____
 From: _____ To: _____
 2) _____
 From: _____ To: _____
 3) _____
 From: _____ To: _____

Other errors Under 9048		Change of First Name, Birth Month, Day of Birth, Sex Under RA10172	
Supporting Documents Needed/Required:		Supporting Documents Needed/Required:	
Birth/Marriage/Death Certificate with alleged erroneous entry (PSA copy)		Birth/Marriage/Death Certificate with alleged erroneous entry (PSA copy)	
Birth Certificate (Local Copy)		Birth Certificate (Local Copy)	
Baptismal Certificate		Baptismal Certificate	
Earliest School Records (School Card/Transcript/Diploma etc.)		Earliest School Records (School Card/Transcript/Diploma etc.)	
Voter's Certification from COMELEC		Voter's Certification from COMELEC	
GSIS/SSS/PhilHealth Records		GSIS/SSS/PhilHealth Records	
Valid ID's/ Pass port		Valid ID's / Pass port	
Parent's Marriage Certificate		Parent's Marriage Certificate	
Father's Birth certificate and Baptismal Certificate		Father's Birth certificate and Baptismal Certificate	
Mother's Birth Certificate and Baptismal Certificate		Mother's Birth Certificate and Baptismal Certificate	
Birth Certificate of Siblings		Birth Certificate of Siblings	
Birth Certificate of Children		Birth Certificate of Children	
Cedula (Latest)		Cedula (Latest)	
Other:		Proof of Publication Copy of News Paper Clippings	
		Affidavit of Publication from publisher	
		Medical certificate from MHO (if the error is on sex)	
		Previous Medical records	
		Affidavit of Un-employed (notarized) If not employed	
		Employment Certificate (if employed)	
		Barangay Clearance	
		National Police Clearance	
		NBI Clearance	
		Other:	
FEES:		FEES:	
Filing fee	1,000.00	Filing fee	3,000.00
Mailing Fee(Pre- paid)	400.00	Publication fee	3,000.00
Annotation fee	100.00	Mailing fee (pre- paid)	400.00
		Annotation fee	100.00
Please submit 3 copies of each documents in 3 separate folders (Photo copy only)			
Date Received:		Date of Publication:	
Date of Posting:		Date of Decision:	