

ADVISORY

Philippine Embassy, Canberra

1 Moonah Place, Yarralumla, ACT 2600

* Tel. No. 02-6273-2535



* www.philembassy.org.au

MOBILE CONSULAR MISSION TO GOLD COAST QLD

15 SEPTEMBER 2025 - The Philippine Embassy in Canberra will conduct a Mobile Consular Mission to Gold Coast, Queensland on 06 to 09 October 2025 at NOVOTEL SURFERS PARADISE located at the corner of Hanlan St. And Surfers Paradise Blvd, Gold Coast, 4217, QLD.

During the Mission, a team from the Migrant Workers Office in Canberra (MWO) will be offering its services at the same venue for Overseas Filipino Workers (OFWs). Kindly check the [MWO Australia Official Facebook Page](#) or [contact the MWO](#) for more information.

GENERAL REMINDERS

1. The Mission will serve only passport applicants and administer the oath of allegiance to petitioners for dual citizenship who have received approval letters from the Embassy and confirmed appointments.
2. On 06 October 2025, the Mission will administer the oath of allegiance to petitioners for dual citizenship who have received approval letters from the Embassy and received confirmatory emails regarding their request to book an appointment for their oath taking (Please read "**INSTRUCTIONS TO DUAL CITIZENSHIP APPLICANTS**" below for details).
3. From 07-09 October 2025, the Mission will serve passport applicants who have confirmed appointments received via email from the Embassy. Please read below the details of each service. Confirmed applicants must prepare all the necessary requirements in advance for ease of transactions.
4. ***Payment is not required to secure an appointment.*** It is illegal to transact with 'fixers' in order to schedule an online appointment.
5. The Embassy will be unable to accommodate walk-in applicants during the dates of the mobile consular mission.
6. The Embassy reserves the right to refuse service to applicants in accordance with the laws and regulations of the Philippines and Australia.

INSTRUCTIONS TO PASSPORT APPLICANTS

1. Kindly read and go through the requirements for all passport applicants here: <https://www.philembassy.org.au/consular/passport>
2. **Personal appearance is required for all passport applicants.**
3. Applicants are required to wear decent clothing for passport photo capture. Per Philippine passport guidelines, pieces of jewelry, eyeglasses, artificial eyelashes, piercings and contact lenses, plunging necklines, sleeveless clothing, see-through tops, and the like are not allowed during photo capturing.
4. **For adult female applicants, please check the requirements here: [Adult Female Applicant](#).** Also, the Embassy emphasizes the submission of other requirements indicated through the link above to prevent incomplete processing:
 - a. **Using their married surname for the first time in the Philippine passport:** Please bring the original and photocopy of either document: Original Philippine Statistics Authority (PSA)-issued Marriage Certificate/Report of Marriage or original Report of Marriage (ROM) that was issued less than one year ago by the Philippine Embassy.

The marriage certificate issued by a country or state other than the Philippines is an insufficient requirement to change the surname. Thus, if you only have an Australian marriage certificate, then you need to first report your marriage to the Philippine Embassy in Canberra or Philippine Consulate General in either Sydney or Melbourne, whichever of these Philippine Foreign Service posts has jurisdiction over your marriage, before applying for a Philippine passport. You may wish to check the consular jurisdiction of each post through this link: [Report of Marriage](#)
 - b. **Reverting from their married name to maiden name in the Philippine passport:** Please bring the original and photocopy of any of the documents: PSA Annotated Marriage Contract showing annulment/divorce/ court ordered instruction *or* PSA Death Certificate of Spouse (if spouse died in the Philippines) or original Apostilled Death Certificate (if spouse died outside the Philippines).
5. **For minor applicants applying for the first time or renewing their passport,** it is highly recommended that they are accompanied by their mother.
6. **For minors who are first time Philippine passport applicants,** please read the complete requirements through the following link: [Minor Passport Applicant](#). The Embassy also wishes to emphasize the submission of other requirements that can be found through the link indicated above to prevent incomplete processing. Please bring the original and photocopy of either document: the original Philippine Statistics Authority (PSA) Birth Certificate or original Philippine Embassy Report of Birth (ROB) that is less than a year old.

The birth certificate issued in a country or stated other than the Philippines is an insufficient requirement in applying for a Philippine passport. Thus, if you only

have an Australian birth certificate, you first need to report the child's birth to the Philippine Embassy in Canberra or the Philippine Consulate General in either Sydney or Melbourne depending on which of these Philippine Foreign Service posts have jurisdiction over the place of birth of the child before applying for the Philippine passport. You may check the jurisdiction at this link: [Report of Birth](#)

7. **For dual citizenship applicants with approved appointments for their oath taking during the Consular Mission wanting to apply for a Philippine passport after the oath ceremony:** They will be provided by the Consular Mission team with a **timeslot for passport application on 06 October 2025**. Please read the section **"INSTRUCTIONS TO DUAL CITIZENSHIP APPLICANTS"**. For more information regarding passport requirements for dual citizens, please check this link: [PASSPORT REQUIREMENTS FOR DUAL CITIZENS](#).
8. **For dual citizens under Republic Act No. 9225 who had taken their oath of allegiance to the Philippines before the dates of the consular mission and wish to apply for a Philippine passport:** Please read the complete requirements found at the link here: [PASSPORT REQUIREMENTS FOR DUAL CITIZENS](#). The Embassy also wishes to emphasize the need for submission of other applicable requirements as indicated in the link above to prevent incomplete processing: Please bring the originals and photocopies of the following - original Philippine dual citizenship documents (Oath of Allegiance, Order of approval and Identification Certificate) and the original Philippine Statistics Authority birth and marriage certificates.
9. **Payment** by credit/debit card (surcharges may apply) **OR** bring postal money order made payable to the Philippine Embassy:
 Passport fee - **A\$108** per applicant
 Lost Passport fee - **A\$270** per applicant
10. Prepare self-addressed prepaid **REGISTERED POST** or **EXPRESS POST PREPAID** return envelope for mailing of your new passport/s.



The Embassy assumes no responsibility for any delay, loss or damage in the mail or while the documents are in custody of the courier service. The applicant should note the tracking numbers of all envelopes used and submitted.

TO REITERATE:

1. Applicants are reminded to read, understand, and be prepared to personally appear and submit during this Mobile Consular Mission all the documentary requirements for passport applications they want to avail of. Please click the links below for the list of requirements.

For Adult Passport Applicants (18 years old and above)	For Minor Passport Applicants (below 18 years old)
<ul style="list-style-type: none">• Adult New• Adult Renewal• Adult Lost Passport	<ul style="list-style-type: none">• Minor New• Minor Renewal• Minor Lost Passport

2. Each applicant is required to bring all the required documents in the original plus one photocopy of each document. Failure to bring all **required original documents and photocopies** may cause delay or denial of the service. **Photocopying services are not provided by the Embassy.**
3. Applicants are required to wear decent clothing for passport photo capture. Per Philippine passport guidelines, pieces of jewelry, eyeglasses, artificial eyelashes, piercings and contact lenses, plunging necklines, sleeveless clothing, see-through tops, and the like are not allowed during photo capturing.
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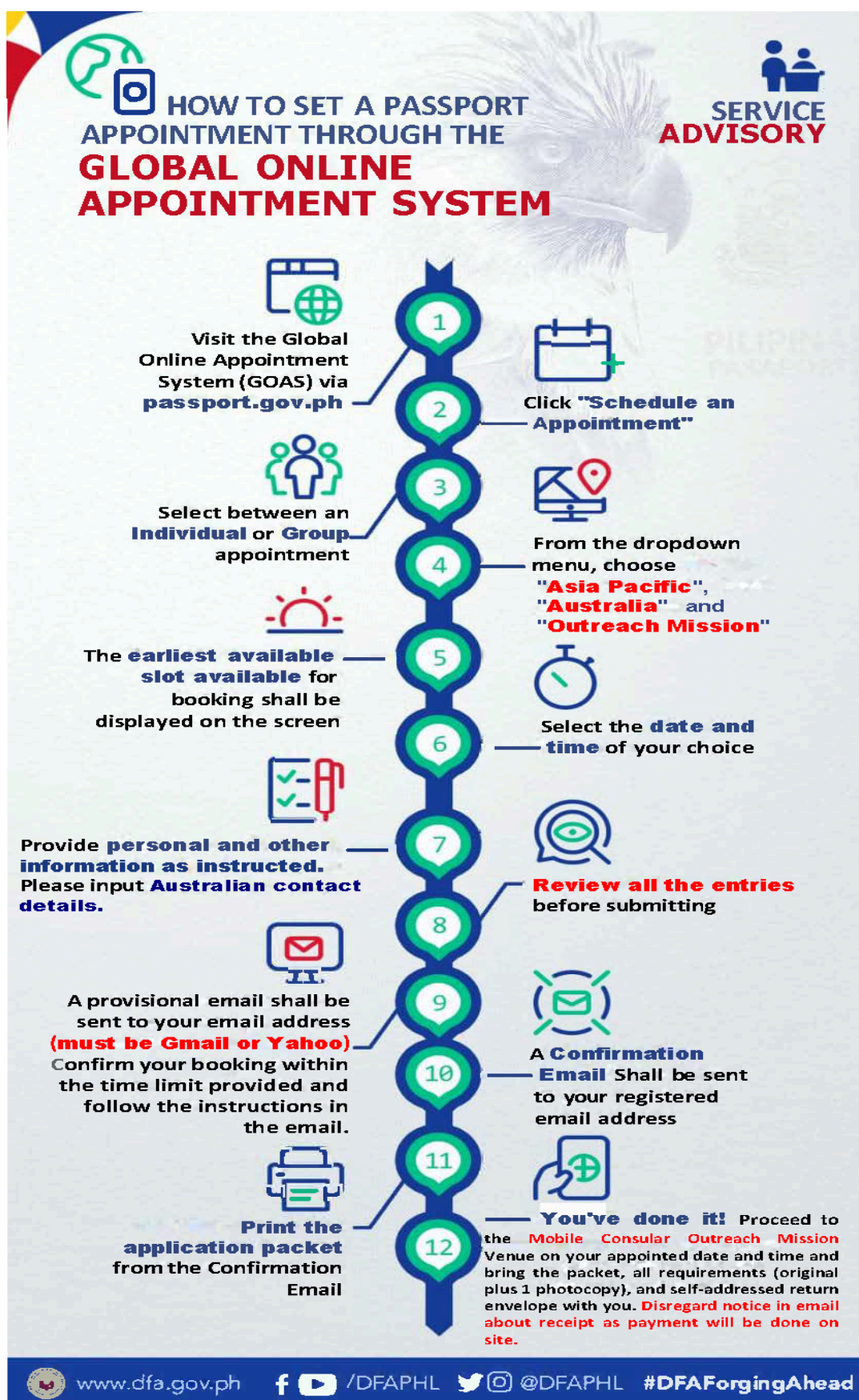
Queries related to passport renewal in the mobile consular mission in Gold Coast may be sent to mobilemission@philembassy.org.au. Applicants are requested to indicate "Gold Coast Mobile Mission 2025" in the subject.

At this point, the Embassy will presume that the passport applicant has read, understood and prepared the requirements for her/his passport application and is now ready to make an appointment.

ONLINE APPOINTMENT TERMS AND CONDITIONS

11. In consideration of other applicants, multiple bookings for one client is prohibited. If the system detects multiple bookings for one person, all the bookings will be canceled.
12. The information provided in the online appointment system and the passport application form must be true and correct. The documents that will be submitted should be authentic. Under the law, making false statements in passport application form, furnishing falsified or forged documents in support thereof are punishable by law.
13. This appointment and scheduling system allocates slots on a “first come, first served” basis. Appointment slots are **not for sale and non-transferrable**.
14. Users accept the responsibility for supplying, checking, and verifying the accuracy and correctness of the information they provide on this system in connection with their application. Incorrect or inaccurate information supplied may result in suspension or rejection of your application.
15. Any information submitted in the system is subject to data privacy/protection and other pertinent laws and regulations.
16. The email account used for the appointment must be valid, active and accessible as the appointment confirmation will be sent to that email account. **Users must have a valid Gmail or Yahoo email address. Contact details to be provided, such as address and phone numbers, must be the contact details used by the applicant in Australia** so that these will be used in contacting the applicant should there be a need to do so in relation to his/her passport application.
17. Please ensure that you select the correct site, **"Outreach Mission"**, when setting up the appointment. Only those with appointments at the correct site will be accommodated.
18. **Applicants who wish to change their appointments are reminded to cancel their old appointment schedule before securing a new appointment slot** in order to avoid multiple bookings.
19. Filipinos who have acquired Australian citizenship through naturalization have lost their Philippine citizenship. They are not allowed to apply for a Philippine passport until they have reacquired/retained their Philippine citizenship under the Philippine Republic Act 9225 (R.A. 9225 or the Citizenship Retention and Re-acquisition Act of 2003).
20. **The passport appointment slots will be made available at 6:00PM (Gold Coast, QLD time) on 16 September 2025 (Tuesday)** through the DFA's Global Online Appointment System (GOAS) which can be accessed by copying the following link and pasting it on your browser: <https://www.passport.gov.ph/appointment>.

HOW TO SET AN APPOINTMENT USING GOAS



INSTRUCTIONS TO DUAL CITIZENSHIP APPLICANTS

1. Please visit <https://philembassy.org.au/consular/dual-citizenship> for the complete list of requirements. **Only those who have received approval letters** from the Philippine Embassy and have confirmed appointments will be allowed to take the oath on **06 October 2025** during the mobile consular mission. Please note that the Embassy's auto-reply for all emails is **not** a confirmation of your appointment for the oath-taking ceremony.
2. Please send an email with subject **Gold Coast Mobile Mission** to mobilemission@philembassy.org.au and attach a copy of the approval letter from the Philippine Embassy **to book an appointment for oath-taking** which will be conducted on **06 October 2025**. All queries on booking for an appointment for oath-taking will only be responded to via this email address. Since the certificates will be prepared and signed before the mobile mission team travels to Gold Coast, any applicant who does not have a confirmed appointment will not be accommodated.
3. For those who have not yet applied or who have not yet completed their application for reacquisition/retention of Philippine citizenship under R.A.9225 and wish to join the oath ceremony on 06 October 2025 during the consular mission, they must submit their applications with complete and correct supporting documents to the Philippine Embassy in Canberra no later than **01 October 2025 (Wednesday)** to ensure that their applications have been processed and approved, receive a letter of approval and be eligible to book an appointment.
4. Dual citizenship oath-taking is also held year-round at the Philippine Embassy in Canberra every Thursday, subject to prior confirmation of appointment.