



Republic of the Philippines  
URBIZTONDO, PANGASINAN  
**OFFICE OF THE BUILDING OFFICIAL**



### **CENOMAR Requirements**

#### **a. For Filipino citizens applying for CENOMAR:**

1. Duly accomplished Application Form for Issuance of CENOMAR.
2. Original and photocopy of valid government-issued ID of the applicant (e.g., Philippine Passport, Driver's License, SSS ID, PRC ID, Postal ID, Voter's ID, UMID).
3. If by authorized representative, a Special Power of Attorney (SPA) executed by the applicant specifically authorizing the representative to request and claim the CENOMAR. The SPA must be notarized and include original and photocopy of valid IDs of both the principal and the representative.
4. For foreign national applicant, original and photocopy of passport and Alien Certificate of Registration (ACR) or Immigrant Certificate of Residence (ICR).
5. For court-ordered annulment or declaration of nullity of marriage, a certified true copy of the Court Decision and Certificate of Finality.
6. Barangay Clearance of the applicant.
7. Recent 2x2 colored photograph of the applicant.
8. Latest Community Tax Certificate (Cedula) of the applicant/s

#### **b. For Non-Filipino Citizens Applying for CENOMAR:**

1. Duly Accomplished Application Form for Issuance of CENOMAR
  - Must be filled out with accurate personal details, including full name, date and place of birth, parents' names, and citizenship.
2. Original and Photocopy of Valid Passport
  - Must show complete name, photo, and date of birth clearly.
3. Photocopy of Alien Certificate of Registration (ACR) or Any Immigration Document
  - If residing in the Philippines.
4. Letter of Request or Explanation (if needed)
  - Some PSA branches may require a formal letter explaining the purpose of the request (e.g., for marriage, immigration, etc.).
5. Recent 2x2 Colored Photograph
  - With white background, taken within the last 6 months.
6. If Filed Through a Representative:
  - Special Power of Attorney (SPA) executed and signed by the applicant abroad. Must be:
    - Authenticated by the Philippine Embassy or Consulate (Red Ribbon or Apostille, depending on country).
    - Accompanied by original and photocopies of valid IDs of both the applicant and the authorized representative.
7. Barangay Clearance of the Representative
  - Required if filing in person via an authorized Filipino representative.