



Lyra Joy Goli Cruz &lt;ljgolicruz@gmail.com&gt;

## Fwd: Request to reschedule appointment from July 15 to July 22

DFA NCR East (SM Megamall) SO <ncreast.so@dfa.gov.ph>  
To: Lyra Joy Goli Cruz <ljgolicruz@gmail.com>  
Cc: TOPS SM NORTH EDSA <tops.northedsa@oca.dfa.gov.ph>

Thu, Jun 23, 2022 at 5:02 PM

Dear Applicants:

Good day!

We wish to confirm that the following applicant/s may submit their application/s on **22 JULY 2022 (10AM) at TOPS SM NORTH**:

1. **Quicho, Lyra Joy, Goli Cruz**
2. **Quicho, Aika, Goli Cruz**

In this regard, you no longer need to pay anew passport processing fee, although the payment for the courier service of P150 (optional but highly encouraged) must be settled on site. However, if you have already paid for a courier fee, kindly wait for your passports to be delivered. You may contact our Releasing Team for an update through this email address: [dfancreast@gmail.com](mailto:dfancreast@gmail.com).

### **IMPORTANT REMINDERS (PLEASE READ):**

- **Unable to show up on the provided date is subject to the cancellation of your passport appointment and its application fee.** Hence you will be advised to secure a new appointment
- Applicants are strictly advised to **bring the print out copy of this email along with your respective passport documentary requirements (original and photocopy) and passport application forms**; and present them on the day of your appointment. For the complete list of requirements, please see the links below:
  - For Adult New Applicants: <https://bit.ly/3eq8MTi>
  - For Adult Renewal: <https://bit.ly/2xoKw3w>
  - For Minor New Applicants: <https://bit.ly/3bcArFq>
  - For Minor Renewal: <https://bit.ly/3cpaMt5>
- Applicants are strictly advised to **follow their designated time slots and scheduled dates**. Those applicants that will come to our office that are not scheduled, **WILL NOT BE ENTERTAINED**. The DFA requests the public's understanding and cooperation as it continues to limit the number of applicants allowed inside its premises at any given time to reduce the risks for both applicants and personnel due to continuing COVID-19 concerns.
- Applicants are advised to bring their **own ballpens and alcohol**.
- Strictly **NO VACCINATION CARD, NO ENTRY** will be implemented, accordingly.
- All applicants must wear masks during their visit to the consular office and will be subjected to temperature checks prior to entry, among other public health measures we will implement.
- **If you are done with processing your passport application, PLEASE DISREGARD THIS EMAIL.**

We appreciate your kindest patience in this difficult time.

Thank you and stay safe.

Regards,



*In view of the current health emergency arising from the COVID-19 pandemic, applications for consular services are strictly by appointment only. To obtain an appointment, visit [passport.gov.ph](https://passport.gov.ph) or reach out to us through our official emails and hotlines at <https://consular.dfa.gov.ph/contact-us>.*

*In case of closures or suspensions, applicants with confirmed appointments for consular services are requested to get in touch with CO NCR East to secure a new schedule. Contact us at [ncreast.so@dfa.gov.ph](mailto:ncreast.so@dfa.gov.ph) (replies within 48 hours) or (02) 8234-2478 to reschedule your appointments, or if you have any urgent questions or emergencies.*

*To keep up to date on the latest news and advisories, please visit the consular website at <http://consular.dfa.gov.ph>, the official DFA Facebook page at <https://www.facebook.com/dfaphl/> or the official DFA Twitter at <https://twitter.com/dfaphl>.*

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