



Professional Regulation Commission

PETITION FOR [] CHANGE OF STATUS WITHOUT CHANGE OF REGISTERED NAME
[] CHANGE OF STATUS AND REGISTERED NAME DUE TO MARRIAGE

DATE FILED:
NAME: Last Name First Name Middle Name Suffix
PROFESSION:
REGISTRATION NO: REGISTRATION DATE: mm/dd/yyyy
DATE OF BIRTH: mm/dd/yyyy PLACE OF BIRTH:
PERMANENT MAILING ADDRESS:
EMAIL ADDRESS: CONTACT NO.:
MARRIED TO: DATE OF MARRIAGE:

Passport size colored picture with name tag (married name) in plain white background taken within the last 6 months

Table with 3 columns: NAME TO APPEAR: (FIRST NAME, MIDDLE NAME, LAST NAME), FROM, TO

Original copy of the pertinent PSA-issued Certificate of Marriage is herewith attached as Annex "A".

I DO HEREBY CERTIFY that the foregoing statements and those in the attached Marriage Contract/ Certificate of Marriage are all true and correct of my own knowledge, and that any false declaration herein and in the annex shall hold me liable for criminal/civil/administrative prosecution.

FURTHER, I agree to the PRC Privacy Notice and give my consent to the collection and processing of my personal data in accordance thereto.

Signature of Petitioner over Printed Name

SUBSCRIBED AND SWORN to before me this ___ day of ___ at ___ affiant exhibiting to me his/her ID ___ issued/expires on ___.

Documentary Stamp Tax

FOR PRC PROCESSING table with columns: CASHIER, REGULATION DIVISION, Amount Paid, Registered Name, O.R. No., Profession, O.R. Date, Date of Birth, Issued by, Registration No., Registration Date, Remarks, Verified and Processed by, (Signature over Printed Name)

- Note: Please make sure that you have the original copy of the pertinent documents for validation and further verification.

PLEASE SEE THE REQUIREMENTS AND PROCEDURES AT THE BACK OF THIS SHEET

**THIS FORM IS TO BE ACCOMPLISHED AND SIGNED BY THE PETITIONER
HERSELF AND TO BE SUBMITTED IN ONE COPY**

A. REQUIREMENTS:

1. Duly accomplished and notarized Petition Form
2. Philippine Statistics Authority (PSA)-issued Certificate of Marriage whichever of the following is applicable:
 - A. Original PSA copy of Certificate of Marriage
 - B. Original PSA copy of Report of Marriage for *marriages contracted abroad*
 - C. Original PSA copy of Birth Certificate
 - D. In case of non-readable entry/ies in the Birth/Marriage Certificate, submit copy of the document/s from the Local Civil Registry (LCR)
3. One (1) Passport size colored picture with name tag (***married name***) in plain white background taken within the last 6 months.
4. Statutory fee/s of P225.00
5. One (1) Documentary Stamp Tax (DST)
6. Photocopy of PRC ID/Proof of e-PIC

B. PROCEDURE:

1. Access the PRC website online (<http://online.prc.gov.ph>) and log-in using your account;
2. Select an appointment place and date for the application for change of status and payment option then download and print application form with reference number and pay the corresponding fee/s thru any of the available payment options/channels; and
3. On the appointment date, proceed to the appointment place and submit the duly accomplished and notarized Petition Form and all documentary requirements to PRC Regional Office-Regulation Division for verification and processing of documents.

C. ADDITIONAL REQUIREMENTS:

1. For Authorized Representatives:

- a.) Non-registered professional must present any valid government-issued ID and Special Power of Attorney (SPA) duly executed individually by the petitioner; and
- b.) Registered professional, he/she must present his/her valid Professional Identification Card/e-PIC and authorization letter duly signed by the concerned petitioner.

D. REMINDER:

- For verification of the status of your petition, please visit the PRC Website (www.prc.gov.ph). If amendment desired is effected, proceed to apply online for the renewal or duplicate PRC ID, as the case may be.