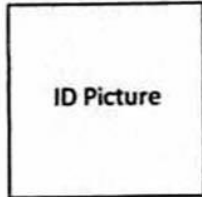




**REPUBLIC OF THE PHILIPPINES**  
**OFFICE ON SOCIAL WELFARE AND DEVELOPMENT**  
**CITY OF PASIG**



## APPLICATION FORM FOR SOLO PARENT



NEW APPLICANT

RENEWAL

SPId No. Surrendered \_\_\_\_\_

**IDENTIFYING INFORMATION:**

NAME: \_\_\_\_\_ SEX: \_\_\_\_\_ CIVIL STATUS: \_\_\_\_\_

AGE: \_\_\_\_\_ BIRTHDAY: \_\_\_\_\_ BIRTHPLACE: \_\_\_\_\_

PRESENT ADDRESS \_\_\_\_\_

PROVINCIAL ADDRESS: \_\_\_\_\_

HIGHEST EDUCATIONAL ATTAINMENT: \_\_\_\_\_ OCCUPATION: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_ MONTHLY INCOME: \_\_\_\_\_

CONTACT NUMBER: \_\_\_\_\_ RELIGION: \_\_\_\_\_

Pantawid Beneficiary

SP CATEGORY

**FAMILY COMPOSITION (CHILDREN ONLY)**

NAME	AGE	RELATIONSHIP	With Disability? Yes or No	Educational Attainment	Name of School and Address

**I. CLASSIFICATION / CIRCUMSTANCES OF BEING A SOLO PARENT:**


**II. FAMILY RESOURCES:**


**III. ORGANIZATION/S AFFILIATED:**

Organization	Position

I hereby certify that the information given above are true and correct. I further understand that any misinterpretation, falsification, or omission of any facts may subject me to criminal and civil liabilities provided for by existing laws.

DATE \_\_\_\_\_

Applicant's Signature \_\_\_\_\_

SP Coordinator \_\_\_\_\_

Do not write anything beyond this point. This portion will be filled out by the Social Worker / Solo Parent Coordinator.

Validated by:

\_\_\_\_\_  
Solo Parent Program Manager



**MONDAY TO FRIDAY: 8AM - 4PM**

**LOCATION SKETCH:**



**LIST OF REQUIREMENTS:**

**FOR NEW APPLICANTS:**

- Duly Accomplished Solo Parent Application Form
- 1pc. white Long folder
- 1pc. ID picture (1x1 or 2x2)
- Original Affidavit of Being A Solo Parent
- Original Certificate of Employment with Compensation
- Original Barangay Certificate for Solo Parent
- Original Endorsement Letter (for Transferee)
- Photocopy of Birth Certificate of Child / Children
- Photocopy of Voter's ID / Voter's Certificate
- Photocopy of Community Tax Certificate (Cedula)
- Photocopy of Marriage Certificate (if married)
- Photocopy of Death Certificate of Spouse (for widowed / widower)
- Photocopy of Court Order / Police Records (for annulled marriage and legally separated)
- Photocopy of PWD Id or Medical certificate (for applicants whose spouse is person with disability)
- Photocopy of Passport and Employment Contract (for spouse or relative of an OFW)
- Photocopy of Request Letter from the embassy (for International Travel Purposes)
- Photocopy of Certificate of Detention (for spouse detained in jail)
- Photocopy of Proof of Adoption (for foster/adoptive parent applicants)
- Photocopy of Proof of Relationship (for fourth (4<sup>th</sup>) civil degree of consanguinity or affinity)
- Photocopy of School ID (if your child/ children is 18 - 21 yrs. Old)

**FOR RENEWAL APPLICANTS:**

- Duly Accomplished Solo Parent Application Form
- 1pc. white Long folder
- 1pc. ID picture (1x1 or 2x2)
- Expired / Old Solo Parent Identification Card
- Original Certificate of Employment with Compensation
- Original Barangay Certificate
- Photocopy of Community Tax Certificate (Cedula)
- Photocopy of Voter's ID or Voter's Certificate
- Photocopy of School ID (if your child/ children is 18 - 21 yrs. Old)