LEGITIMATION

Legitimation is a remedy by means of which those who in fact were not born in lawful wedlock and should therefore be considered illegitimate children, are by fiction considered legitimate, it being supposed that they were born when their parents were already validity married.

Office or Division:	Office of the Municipal Civil Registrar
Classification:	Complex
Type of Transaction:	G2C
Who may avail:	Parents of the child

CHECKLIST OF REQUIREMENTS	WHERE TO SECURE
Certificate of Marriage of Parents	Philippine Statistics Authority (PSA)
Affidavit of Paternity (if not acknowledge by father)	1. Office of the Municipal Civil Registrar 2. Private/Public Lawyer
Certificate of Live Birth of the child	Philippine Statistics Authority (PSA)
Joint Affidavit of Legitimation of parents	1. Office of the Municipal Civil Registrar 2. Private/Public Lawyer
CENOMAR of both parents	Philippine Statistics Authority (PSA)
Community Tax Certificate of both parents	Office of the Municipal Treasurer

CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit all the required documents	1.1 Review submitted documents. 1.2 If complete, advice client to pay the required fee.	None	5 minutes	Asst. MUnicipal Civil Registrar/ Registration Officer II/ Registration Officer III Office of the Municipal Civil Registrar
2. Pay corresponding fee at the Treasury Office	2. Annotate the Certificate of Live Birth and prepare all the other necessary attachments for the Municipal Civil Registrar's signature.	*Php 500.00	40 minutes	Asst. MUnicipal Civil Registrar/ Registration Officer II/ Registration Officer III Office of the Municipal Civil Registrar
3. Receive copy of annotated Certificate of Live Birth	3. Review, sign and release document and endorse to Philippine Statistics Authority (PSA) Manila	None	5 minutes	Asst. MUnicipal Civil Registrar/ Registration Officer II/ Registration Officer III Office of the Municipal Civil Registrar
	TOTAL	*Php 500.00	50 minutes	

**Fees mandated by the Local Revenue Code of 2001 Section 4B of Magalang, Pampanga*