



**CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
KONSULADONG PANLAHAT NG REPÚBLIKÁ NG PILIPINAS
CALGARY**

**VIDEOCONFERENCE HEARING
REQUEST FORM**

I. CLIENT INFORMATION

Name of Requesting Party: _____	
<input type="checkbox"/> I am Party to the case	<input type="checkbox"/> I am a Witness to the case
<input type="checkbox"/> Counsel for: _____	
Email address: _____	Contact number: _____

II. CASE AND TRIAL COURT INFORMATION

Nature of the Case: <input type="checkbox"/> Civil Case <input type="checkbox"/> Special Proceeding <input type="checkbox"/> Other: _____	
Title of the Case:	_____
Court Venue:	_____
Email address: _____	Contact number: _____

III. PROPOSED VIDEOCONFERENCE HEARING SCHEDULE

Proposed Dates	Time
1.	1.
2.	2.
3.	3.

[Please indicate Philippine date/time & its equivalent Calgary Mountain Time (MST/MDT) date/time, adjusting for Daylight Saving Time]

IV. PARTICIPANTS TO THE VCH AT THE CONSULATE

Name	Email address	Mobile No.
1.	_____	_____
2.	_____	_____

V. UNDERTAKINGS

I have read, understood, and agree to observe the Philippine Consulate General in Calgary's Interim Guidelines on the Conduct of Videoconference Hearings at the Philippine Consulate General's premises.

I hereby undertake to pay the prescribed fees set by the Philippine Consulate General in Calgary, as approved by the Department of Foreign Affairs (DFA), for the conduct of the videoconference hearing. I also undertake that I will respect and abide by the Philippine Consulate General's health, security and safety protocols and shall conduct myself in an orderly manner while inside the Philippine Consulate General's premises.

I acknowledge that by completing this form, I hereby give my consent to the collection, processing and storing of my personal data in accordance with the requirements of R.A. 10173 or the Data Privacy Act of 2012 for purposes related to my request for videoconference hearing at the Philippine Consulate General in Calgary, AB, Canada.

Printed name and signature of Applicant
Date: _____