



Registration/Renewal of OWWA Membership

A. DOCUMENTARY REQUIREMENTS:

1. [OWWA Membership Form](#);
2. Copy of existing employment contract or Certificate of Employment (with English translation and name & signature of the person who translated the document);
3. Photocopy of valid passport;
4. Photocopy of valid residence ID card;
5. Renewal of membership fee of JPY2,900 (equivalent rate of 25 US dollar for the month.); and
6. Additional requirement for New Enrollee: Filled-up [Declaration of Intent to be an OWWA Member Form](#).



B. HOW TO APPLY:

1. Walk-in
 - Our Offices are open from Monday to Friday (9:00 am to 4:00 pm)
2. Postal Mail
 - Documentary Requirements should be mailed through Letter Pack
 - Membership fee of JPY2,900 should be mailed separately through a Genkin Kakitome (registered cash envelope of Japan Post)
 - Upon receipt of the documentary requirements and membership fee, information details will be encoded in the membership profile of the worker
 - Official receipt for the membership fee will be mailed back to the worker

**APPLY
NOW**



You may send the requirements to this address:

PHILIPPINE OVERSEAS LABOR OFFICE
7/F FPG Links Midotsuji, 4-3-5 Awaji-machi, Chuo-ku, Osaka, Japan 5410047