

**Embassy of the Philippines  
Philippine Overseas Labor Office**  
Calle Serrano 161, Planta Baja,  
28002 Madrid, Spain

**REQUEST FOR ASSISTANCE FORM**

DATE: \_\_\_\_\_

**NAME OF OFW:** \_\_\_\_\_

Gender: \_\_\_\_\_ Age: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Marital Status \_\_\_\_\_

Contact Number: \_\_\_\_\_ Email: \_\_\_\_\_

Job Description: \_\_\_\_\_

Philippine Passport Number: \_\_\_\_\_

Spain ID No./Type of Permit to Stay: \_\_\_\_\_

Address in the Philippines: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Address in Spain: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Date of last OWWA Membership: \_\_\_\_\_

**NAME OF EMPLOYER:** \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Contact Number: \_\_\_\_\_

**NAME OF NOK IN THE PHILS.:** \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Contact Number: \_\_\_\_\_

**NAME OF NOK IN SPAIN:** \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Contact Number: \_\_\_\_\_

**REQUESTING PARTY:** \_\_\_\_\_

Relationship to worker: \_\_\_\_\_

**ASSISTANCE REQUESTED:**

\_\_\_\_\_  
Signature of Requesting Party

**FACTS OF THE CASE/DETAILS:**

**ACTIONS TAKEN ON REQUEST/CASE:**