



**U.S. Citizenship
and Immigration
Services**

PLEASE COMPLY WITH THE BELOW CHECKED INSTRUCTIONS

- 1. Please complete the blocks on your enclosed application/petition/form which are highlighted.
- 2. Furnish the required fee of \$_____ for Form_____.
- 3. A foreign document must be accompanied by a translation in English. The translator must certify that he/she is competent to translate and that the translation is accurate.
- 4. Furnish the date and port of each of your entries into the United States and the name of the ship, plane, or other vehicle which you traveled or provide a sworn statement of how you entered the United States.
- 5. Furnish two (2) color photographs. These photos must have a white background, photos must be glossy, unretouched, and not mounted. Dimension of the facial image should be about 1 inch from the chin to top of hair or head, shown in frontal view of face with ears visible.
- 6. I-864 Affidavit of Support: and last three years of tax returns, W2s and a job letter for Sponsor and/or Joint Sponsor. This form must be completely filled out and signed. Failure to follow the directions and complete this form accurately may result in denial of your application.
- 7. You must provide a sworn statement for each and every arrest and for charges against you including the dates and places. You must provide certified court dispositions (not police reports) for each and every arrest and charge.
- 8. Your case is continued for your fingerprints to clear.
- 9. Your case is continued because you need to submit new fingerprints. (See attached fingerprint referral letter).
- 10. Submit medical exam (Form I-693) and immunization supplement form from an INS Certified Civil Surgeon. These documents must be in a sealed envelope from the doctor.
- 11. Please submit the following types of evidence to support the claimed relationship between the petitioner and the beneficiary:
 - a. Official Birth Certificates for you and your spouse and any children, yours and your spouse's, born in or outside the United States along with the necessary English translations.
 - b. Official Marriage Certificate for _____.
 - c. Proof of termination of previous marriages, such as divorce decrees and death certificates.
 - d. Wedding photos and other photos of you and your spouse together during your entire relationship.
 - e. Proof of any joint purchases or ownership, such as TV, furniture, car, house, etc.
 - f. Proof of joint credit established since marriage, such as joint credit cards, loans, etc.
 - g. Proof of actual residence such as lease agreements, property deeds or mortgages, etc. If you have none of the above, provide a notarized affidavit from your current landlord.
 - h. Proof of bank statements for checking and/or savings accounts and canceled checks throughout your marriage.
 - i. IRS Federal Tax Returns with W2s for years _____.
 - j. Proof of medical, life and auto insurance during your marriage.
 - k. Proof of utility bills for a shared residence, such as telephone, electric, gas, etc. You should provide statements that cover the duration of your marriage.
- 12. OTHER: Please submit proof of citizenship for your sister _____ (your joint sponsor)

PLEASE RETURN THIS LETTER AND ALL ATTACHMENTS WITH YOUR RESPONSE