

NVC Receives case from USCIS Service Center
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 NVC Assigns a case number (LLLNNNNNNNN)
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 NVC Assigns an Invoice Identification Number (IIN)
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 Petitioner and Beneficiary provide their email addresses to NVC by Phone
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There are now two independent “tracks” within the NVC. One part of each track leads onto another.

NVC Issues DS-261 online
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 Beneficiary chooses if the beneficiary or petitioner will be the choice of agent
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 NVC invoices IV Fee bill of \$325
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 Petitioner pays the IV bill online
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 NVC issues DS-260
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 Petitioner completes DS-260 online
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 NVC Sends IV Packet
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 Beneficiary Responds to IV Packet Containing
 1. Barcoded coversheet from payment portal
 2. Cover letter (optional)
 3. Two passport size pictures of beneficiary
 4. Photocopy of beneficiary birth certificate
 5. Photocopy of marriage certificate
 6. Photocopy of police certificate
 7. Photocopies of termination of previous marriage (if any)
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 If further information is needed, NVC issues checklist

NVC invoices AOS Fee of \$120
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 AOS Sent Package
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 Beneficiary Responds to AOS Packet containing
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 1. Barcoded coversheet from payment portal
 2. Cover letter (optional)
 3. Original completed I-864 by petitioner
 4. Last year’s tax information of petitioner
 5. Employment letter of petitioner
 6. Paystubs of petitioner
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 If further information is needed, NVC issues checklist

CASE COMPLETE

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 NVC Schedules an Interview Date

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 Case Forwarded to the Embassy