



Embassy of the United States of America
Consular Section - Immigrant Visa Unit
Manila, Philippines

Dear Visa Applicant,

You have been required to submit additional documentation because the information and/or documents you have provided are insufficient to determine your eligibility to receive an immigrant visa.

Obtain the required documents that have been specifically marked and/or listed on the refusal letter (MNL-IV-22). **You may submit them at the Immigrant Visa Branch (Windows 17 to 20), any workday (except Friday), from 1:00 p.m. - 2:00 p.m. You may also send the documents via courier service (Attn: Immigrant Visa Branch, U.S. Embassy, 1201 Roxas Boulevard, 0930 Ermita, Manila).**

In addition to the required documents, you should also provide a photocopy of Form MNL-IV-22 or any notice from the Embassy advising you to submit additional documents, and a current address and telephone number where to contact you.

It is important that you submit all required documents. Incomplete documents may result in additional processing delays.

Once we receive additional documents from you, a consular officer will review the case further. As soon as the review is completed, we will contact you to continue processing the visa application. We will do our best to make the appropriate determination on your case as quickly as our resources permit.

If you fail to present evidence to overcome the basis of your refusal within one year following the date of your refusal, your immigrant visa registration is considered to have been terminated and the visa petition filed on your behalf cancelled.

It is not Embassy policy to ensure applicants or petitioners that a visa would be issued by any specific date. Do not finalize travel plans, dispose of properties, or resign from your jobs until a visa is actually delivered to you. We are unable to predict when an applicant would qualify for visa issuance.