



IMMIGRATION COUNSELING SERVICE

SINCE 1978. A NON-PROFIT LAW FIRM PROVIDING IMMIGRATION LEGAL SERVICES TO PERSONS FLEEING PERSECUTION, FAMILIES SEPARATED BY BORDERS AND THOSE SEEKING A PATH TO CITIZENSHIP

March 1, 2013

US CIS
P.O. Box 805887
Chicago, IL 60680-4120

RE: Form I-485, Application to Register Permanent Residence or Adjust Status
Form I-485 Supplement A, Adjustment of Status under Section 245(i)
Applicant/Beneficiary: John Nicolas Doe Smith
Petitioner: Jack Roberts Doe

Dear US CIS,

I represent Mr. Doe and his son, Mr. Doe Smith, in regard to this matter. Enclosed are Forms G-28, Notice of Entry of Appearance as Attorney or Accredited Representative, signed by Mr. Doe, Mr. Doe Smith, and me.

Mr. Doe, a U.S. citizen, filed Form I-130, Petition for Alien Relative, for his son, Mr. Doe Smith. The Form I-130 was approved and the priority date for that petition is now current. Because Mr. Doe Smith was the beneficiary of a visa petition filed on or after January 15, 1998 and on or before April 30, 2001, he is applying to adjust his status under INA § 245(i).

Please find enclosed the following documents:

- Three money orders for the filing fees for the I-485 totaling \$1,070.00;
- Two money orders for the penalty fee for the I-485 Supplement A totaling \$1,000.00;
- Form G-28, Notice of Entry of Appearance as Attorney or Accredited Representative, signed by Mr. Doe and me;
- Copy of Mr. Doe's Certificate of Naturalization;
- Copy of Form I-797, Notice of Action, Approval Notice for the I-130 petition filed by Mr. Doe for Mr. Doe Smith;
- Form G-28, Notice of Entry of Appearance as Attorney or Accredited Representative, signed by Mr. Doe Smith and me for Form I-485;
- Form I-485, Application to Register Permanent Residence or Adjust Status, signed by Mr. Doe Smith;
- Form G-325A, Biographic Information, for Mr. Doe Smith;
- Copy of Mr. Doe Smith's Nicaraguan birth certificate with English translation and certificate of translation;
- Copy of Mr. Doe Smith's current Employment Authorization Card;

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- Copy of Case Register from Multnomah County Circuit Court for Mr. Doe Smith;
- Copy of Judgment Dismissing Citation and Certifying Completion of Diversion for Mr. Doe Smith;
- Supplement A to Form I-485, Adjustment of Status Under Section 245(i), signed by Mr. Doe Smith;
- Proof of Grandfathering Petition for Purposes of INA § 245(i):
 - Copy of Form I-797, Notice of Action, Receipt Notice, for the I-130 petition Mr. Doe Smith's father filed for him on April 27, 2001;
- Proof of Physical Presence on December 21, 2000:
 - Copy of Mr. Doe Smith's Employment Authorization Card valid from September of 1999 through July of 2001;
 - Copy of Western Union Money Transfer, dated November 23, 2000;
 - Copy of paycheck stub for Mr. Doe Smith, dated December 9, 2000;
 - Copy of Western Union Money Transfer, dated December 20, 2000;
 - Copy of Western Union Money Transfer, dated January 13, 2001;
- Form I-864W, Intending Immigrant's Affidavit of Support Exemption, signed by Mr. Doe Smith;
- Copy of Forty Qualifying Credits Report from the Social Security Administration for Mr. Doe Smith; and
- A sealed envelope containing the medical examination results for Mr. Doe Smith.

Thank you for your assistance in regard to this matter.

Sincerely,

Katrina Watson
Attorney at Law



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March 1, 2013

US CIS
P.O. Box 805887
Chicago, IL 60680-4120

RE: Form I-485, Application to Register Permanent Residence or Adjust Status
Form I-485 Supplement A, Adjustment of Status under Section 245(i)
Form I-765, Application for Employment Authorization
Applicant/Beneficiary: Jane Smith
Petitioner: Jack Smith

Dear US CIS,

I represent Mr. Smith and his daughter, Ms. Smith, in regard to this matter. Enclosed are Forms G-28, Notice of Entry of Appearance as Attorney or Accredited Representative, signed by Mr. Smith, Ms. Smith, and me.

Mr. Smith, a U.S. citizen, filed Form I-130 for his daughter, Ms. Smith. The petition was approved and the priority date is now current, giving Ms. Smith an immediately available immigrant visa. Because the I-130 petition was filed on or before January 14, 1998, Ms. Smith is applying to adjust her status to that of permanent resident under INA § 245(i).

Please find enclosed the following documents:

- Money order for the filing fees for the I-485 for \$1,070.00;
- Money order for the filing fees for the penalty fee for \$1,000.00;
- Four photos of Ms. Smith;
- Form G-28, Notice of Entry of Appearance as Attorney or Accredited Representative, signed by Mr. Smith and me;
- Form G-28, Notice of Entry of Appearance as Attorney or Accredited Representative, signed by Ms. Smith and me;
- Form I-485, Application to Register Permanent Residence or Adjust Status, signed by Ms. Smith;
- Form G-325A, Biographic Information, signed by Ms. Smith;
- Copy of Ms. Smith's Mexican birth certificate with English translation and certificate of translation;
- Supplement A to Form I-485, Adjustment of Status Under Section 245(i), signed by Ms. Smith;
- Copy of Approval Notice for the I-130 petition that Mr. Smith filed for Ms. Smith, with a priority date of December 1, 1992;

- Form I-864, Affidavit of Support Under Section 213A of the Act, signed by the petitioner, Mr. Smith;
- Copy of Mr. Smith's Certificate of Naturalization;
- Copy of Form 1040, U.S. Individual Income Tax Return, with attachments for 2012 for Mr. Smith;
- Copy of letter from Social Security Administration for Mr. Smith regarding his retirement benefits;
- Form I-864, Affidavit of Support Under Section 213A of the Act, signed by the joint sponsor, Mr. Doe;
- Copy of Mr. Doe's U.S. birth certificate;
- Copy of Form 1040A, U.S. Individual Income Tax Return, with attachments for 2012 for Mr. Doe;
- Copies of two recent paycheck stubs for Mr. Doe;
- Form G-28, Notice of Entry of Appearance as Attorney or Accredited Representative, signed by Ms. Smith and me for Form I-765;
- Form I-765, Application for Employment Authorization, signed by Ms. Smith; and
- A sealed envelope containing the medical examination results for Ms. Smith.

Thank you for your assistance in regard to this matter.

Sincerely,

Katrina Watson
Attorney at Law



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March 1, 2013

US CIS
P.O. Box 805887
Chicago, IL 60680-4120

RE: Form I-130, Petition for Alien Relative
Form I-485, Application to Register Permanent Residence or Adjust Status
Form I-765, Application for Employment Authorization
Form I-131, Application for Travel Document
Beneficiary: John Smith
Petitioner: Jane Smith

Dear US CIS,

I represent Mr. and Mrs. Smith in regard to this matter. Enclosed are Forms G-28, Notice of Entry of Appearance as Attorney or Accredited Representative, signed by Mr. Smith, Mrs. Smith, and me.

Mrs. Smith, a U.S. citizen, is filing Form I-130, Petition for Alien Relative, on behalf of her husband, Mr. Smith. As the spouse of a U.S. citizen, there is an immigrant visa immediately available to Mr. Smith. Mr. Smith was last admitted to the U.S. with inspection on a B-1 visa on December 24, 2012, and therefore he is applying to adjust his status under INA § 245(a).

Please find enclosed the following documents:

- Money order for the filing fees for the I-130 for \$420.00;
- Two money orders for the filing fees for the I-485 totaling \$1,070.00;
- Seven photos of Mr. Smith;
- One photo of Mrs. Smith;
- Form G-28, Notice of Entry of Appearance as Attorney or Accredited Representative, signed by Mrs. Smith for Form I-130;
- Form I-130, Petition for Alien Relative, signed by the petitioner, Mrs. Smith;
- Form G-325A, Biographic Information, signed by Mrs. Smith;
- Form G-325A, Biographic Information, signed by Mr. Smith;
- Copy of Mrs. Smith's Certificate of Naturalization;
- Copy of Mr. Smith and Mrs. Smith's marriage certificate;
- Copy of Mr. Smith's Divorce Decree, with English translation and Translator's Certificate;

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- Form G-28, Notice of Entry of Appearance as Attorney or Accredited Representative, signed by Mr. Smith for Form I-485;
- Form I-485, Application to Register Permanent Residence or Adjust Status, signed by Mr. Smith;
- Copy of Mr. Smith's Mexican birth certificate, with English translation and Translator's Certificate;
- Copy of Mr. Smith's Mexican passport with B-1 visa and entry stamp;
- Copy of Mr. Smith's I-94 document with entry stamp;
- Form I-864, Affidavit of Support Under Section 213A of the Act, signed by the petitioner, Mrs. Smith;
- Copy of Form 1040A, U.S. Individual Income Tax Return, with Forms W-2 and other attachments for 2012 for Mrs. Smith;
- Copies of two recent paycheck stubs for Mrs. Smith;
- Form I-864, Affidavit of Support Under Section 213A of the Act, signed by the joint sponsor, Mr. Doe;
- Copy of Mr. Doe's Permanent Resident Card;
- Copy of Form 1040A, U.S. Individual Income Tax Return, with Form W-2 and other attachments for 2012 for Mr. Doe;
- Original letter from Mr. Doe's employer;
- Form G-28, Notice of Entry of Appearance as Attorney or Accredited Representative, signed by Mr. Smith for Form I-131;
- Form I-131, Application for Travel Document, signed by Mr. Smith;
- Form G-28, Notice of Entry of Appearance as Attorney or Accredited Representative, signed by Mr. Smith for Form I-765;
- Form I-765, Application for Employment Authorization, signed by Mr. Smith; and
- A sealed envelope containing the medical examination results for Mr. Smith.

Thank you for your assistance in regard to this matter.

Sincerely,

Katrina Watson
Attorney at Law

SHATZ LAW GROUP

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BY EXPRESS MAIL

October 9, 2013

Concurrently Filing of
I-485 with I-140
Petition
(I-140 Petition has its
own separate cover
letter)

RE: I-485, Application to Adjust Status
Applicants: Ms. XXX (Principal Applicant),
Mr. XXX (Spouse), XXX (Minor Child)

Dear Sir or Madam:

We are writing in connection with the I-485 applications (concurrent filing of Form I-140) filed by Ms. XXX (principal applicant), a citizen of XXX, her spouse Mr. XXX, a citizen of XXX, and her minor child XXX, a citizen of XXX.

Please find enclosed the following documents:

I. I-485 Application filed by Ms. XXX (Principal Applicant):

CIS Filing fee and forms:

- Filing fee of \$ 1070.00 payable to Department of Homeland Security for Form I-485;
- Form G-28 Notice of Entry of Appearance as Attorney (Original);
- Form I-485 (Original) with two passport style photos attached;
- Form I-765 (Original);
- Form I-131 (Original);
- Form G-325A (Original); and
- Form I-693, Report of Medical Examination (Original).

Supporting Documents:

1. Birth certificate of Ms. XXX (copy);
2. Marriage certificate of Ms. XXX and Mr. XXX (copy);
3. Employment Letter issued by Ms. XXX's current US Employer (Original);
4. Ms. XXX's valid state driver's license;
5. Ms. XXX's passport pages:
 - a. Valid passport ID page;
 - b. Valid work visa page and entry stamps; and

- c. Expired U.S. visa page and entry stamps.
6. Printout of I-94 record; and
7. Copies of I-797 approval notice(s).

II. I-485 Application filed by Mr. XXX (Spouse):

CIS Filing fee and forms:

- Filing fee of \$ 1070.00 payable to Department of Homeland Security for Form I-485;
- Form G-28 Notice of Entry of Appearance as Attorney (Original);
- Form I-485 (Original) with two passport style photos attached;
- Form I-765 (Original);
- Form I-131 (Original);
- Form G-325A (Original); and
- Form I-693, Report of Medical Examination (Original).

Supporting Documents:

8. Birth certificate of Mr. XXX (copy);
9. Marriage certificate of Ms. XXX and Mr. XXX (copy);
10. Mr. XXX's valid state driver's license;
11. Mr. XXX's passport pages:
 - d. Valid passport ID page;
 - e. Valid nonimmigrant visa page and entry stamps; and
 - f. Expired U.S. visa page and entry stamps.
12. Printout of I-94 record; and
13. Copies of Ms. XXX's (Principal Applicant) I-797 work visa approval notices (if on a dependent visa, such as H-4, L-2).

III. I-485 Application filed by XXX (Minor Child):

CIS Filing fee and forms:

- Filing fee of \$ 635.00 for Form I-485 (child age 13 or younger applying with parents);
- Form G-28 Notice of Entry of Appearance as Attorney (Original);
- Form I-485 (Original) with two passport style photos attached;
- Form I-765 (Original);
- Form I-131 (Original); and
- Form I-693, Report of Medical Examination (Original).

Supporting Documents:

1. Birth certificate of XXX (copy) identifying Ms. XXX and Mr. XXX as the parents;
2. XXX's passport pages:
 - a. Valid passport ID page;

- b. Valid nonimmigrant visa page and entry stamps; and
- c. Expired U.S. visa page and entry stamps.
- 3. Printout of I-94 record; and
- 4. Copies of Ms. XXX's (Principal Applicant) I-797 work visa approval notices (if on a dependent visa, such as H-4, L-2, etc.).

I hereby certify that the copies of documents submitted are exact photocopies of unaltered originals, or are copies of original documents that I have seen. I understand that I may be required to submit original documents to an immigration or consular official at a later date.

Thank you for your assistance.

Sincerely,

Qingqing Miao, Esq.
Enclosures

BASIC FAMILY-BASED ADJUSTMENT APPLICATIONS

All Family-Based Adjustment Packets Should Include:

- G-28: Notice of Entry Appearance as Attorney or Accredited Representative;
- I-130: Petition for Alien Relative (or Approval Notice for I-130);
- I-485: Application to Register Permanent Residence or Adjust Status;
- G-325A Biographic Information for the applicant;
- I-693 Medical Exam results in sealed envelope (exam must be done by approved civil surgeon);
- I-485 filing fee with biometrics: \$1,070.00;
- Proof of lawful entry (unless 245(i) eligible);
- Proof of petitioner's LPR or USC status;
- Applicant's birth certificate with English translation;
- Passport style photos;
- I-864 Affidavit of Support (or I-864W – exemption form) & Supporting Documents:
 - Federal income tax return for last tax year;
 - 2 recent pay check stubs and/or a letter from employer stating current annual income;
 - If self-employed, then copy of business license; and
 - Proof of lawful status of the petitioner and joint sponsor, if applicable.

All packets need the items listed above. Additional documentation depends on the type of case:

“One-Step” AOS Packet for Immediate Relative:

- For Immediate Relatives, you can file the I-130 concurrently with the I-485.
- I-130 filing fees: \$420
- Proof of the relationship & other supporting documents for I-130:
 - USC applying for mom: Petitioner's birth certificate;
 - USC applying for dad: Petitioner's birth certificate & marriage certificate to mom;
 - USC applying for spouse: Marriage certificate & all divorce decrees;
 - Form G-325A & one passport style photo for both spouses ;
 - USC mom applying for child under 21: Child's birth certificate;
 - USC dad applying for child under 21: Child's birth certificate & dad's marriage certificate to child's mom.

Preference Category AOS Packet:

- Proof of Continuous Lawful Status since admission (I-94, etc.).

AOS Packet for 245(i) Eligible Relative:

- Form I-485A – penalty form;
- Money order for \$1,000 penalty fee;
- Proof of the “grandfathering petition”
 - I-130 Approval Notice or other proof of I-130 filed on or before April 30, 2001;
- Proof of physical presence in the U.S. on December 21, 2000;
 - Only if grandfathering petition was filed on or after January 15, 1998.

Optional Forms:

- I-765: Application for Employment Authorization
 - Code (c)(09) work permit based on pending adjustment. It's FREE.
- I-131: Application for Travel Document. It's FREE.
- Additional passport style photos are required for these forms.