

COMMUNITY OF IMMIGRATION &
NATURALIZATION ATTORNEYS, P.C.

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AOS – Marriage Checklist: Prepare Applications

- Birth Certificates (with translation, if not in English):
 - Husband
 - Wife
 - Children
 - Parents (if applicable)
- All current & previous Marriage Certificates and Divorce Decrees (with translation, if necessary)
- Passport Photos:
 - 2 of Petitioner
 - 2 of Beneficiary (I-485)
 - 2 of Beneficiary (I-765)
 - 1 of Beneficiary (I-130)
 - 2 of Beneficiary (I-131)
- Other proof of US Citizenship (Citizenship Certificate, Passport)
- Copies of all pages of all Passports, including visas and I-94 card (front and back)
- Medical exam results for Non-Citizen from USCIS civil surgeon
- Past 3 years of Income Tax Returns for husband & wife
 - Or a statement explaining why you did not file taxes
 - 3 recent pay stubs for husband & wife
 - Employment Verification letter for husband & wife
- Copies of all previous applications and approval notices for USCIS and/or Embassy applications
- Criminal convictions and arrest records (if any) of Non-Citizen
- Copies of previous Work Authorization Cards (if any)

AOS – Marriage Checklist: Prepare for Interview

- ❑ Proof of good faith marriage (the more the better!):
 - Birth certificate of children
 - Photos of wedding and shared life
 - Tax returns filed jointly
 - Joint bank account
 - Joint credit card account
 - Joint savings account
 - Real estate held jointly as husband and wife
 - Automobiles held jointly as husband and wife
 - Lease to apartment held jointly as husband and wife
 - Health insurance policies held jointly as husband and wife
 - Automobile insurance policies held jointly as husband and wife
 - Life insurance policies with spouse as beneficiary
 - Utility bills with both names on bill
 - Wills
 - Correspondence to both of you at the same address from friends and family
 - Personal statements describing good faith marriage

SAMPLE EMPLOYMENT VERIFICATION LETTER
(PLEASE TRANSFER TO YOUR LETTERHEAD AND NOTARIZE)

Re: Employment Verification for _____

To Whom It May Concern:

It is my pleasure to verify that I currently employ (Employee) as a _____. He has worked for this company since _____. His wage is _____ per hour. He works for me on average _____ hours per (week/month.). His year to date total gross wages earned is _____.

I appreciate your assistance in this matter, and if I may be of further service, please contact me at the above telephone number from Monday through Friday, 8:00 am to 5:00 pm.

I swear under the laws of the United States and under penalty of perjury that the above Employment Verification Letter is true and correct.

Date: _____

By: _____
Name and Title

Notary Seal: