USCIS

ATTN: AOS

***P.O. Box will be dependent on your state.***

Petitioner: **Full Legal Name of Petitioner**

Beneficiary: **Full Legal Name of Beneficiary**

Address: 711 N Oklahoma, Owasso, OK 74111

A#: 123456789

Dear USCIS Officer,

 Enclosed you will find the Adjustment of Status application for **Full Legal Name of Beneficiary**, the beneficiary, and **Full Legal Name of Petitioner**, the petitioner and spouse of the beneficiary. The applicant is **married** to a U.S. Citizen and entered with an inspection. The following documents accompany and support this application:

1. **Form G-1145 E-Notification of Application/Petition Acceptance**
2. **Form I-130 Petition for Alien Relative:** [**https://www.uscis.gov/i-130**](https://www.uscis.gov/i-130)
	1. Form I-130a Supplemental Information of Beneficiary Spouse
	2. Payment for $675 Form I-130 Filing Fee
* Petitioner’s 2 passport-style photographs
* Beneficiary’s 2 passport-style photographs
* Proof of petitioner’s citizenship (US passport, US birth certificate, or Naturalization Certificate)
* Copy of marriage license/certificate
* Divorce decrees of prior marriages (if applicable)
* Copy of evidence of Bonafide marriage
	+ Birth Certificates of children
	+ Joint Bank Statements
	+ Joint Taxes
	+ Joint Mortgage/ Lease Agreement
	+ Memberships of Zoo, Gym, Aquarium, Disneyland,
	+ Concert Tickets
	+ Travel Itinerary
	+ Petitioner and Beneficiary’s driver’s license with shared address
	+ Photos taken together
	+ Shared benefits (medical, life insurance, retirement)
	+ etc
1. **Form I-485 Application to register permanent residence/AOS:** [**https://www.uscis.gov/i-485**](https://www.uscis.gov/i-485)
	1. Payment for $1440 Form I-485 Filing and Bio Fee
* Beneficiary’s 2 passport-style photographs
* Copy of beneficiary’s Birth Certificate with Certified Translation
* Copy of beneficiary’s passport
* Copy of beneficiary’s proof of lawful entry (i94, i512L with parole stamp, passport page with parole stamp)
* Copy of beneficiary’s most recent DACA approval notice or EAD (if applicable)
1. **Form I-864 Affidavit of Support:** [**https://www.uscis.gov/i-864**](https://www.uscis.gov/i-864)
* Copy of petitioner’s Tax Return or Transcripts for most recent tax year (may send up to 3 years)
* Copy of petitioner’s W-2/1099s
* Copy of petitioner’s paystubs for the last six months
* Proof of petitioner’s citizenship (US passport, US birth certificate, or Naturalization Certificate)

**\*\*\*\*If using beneficiary’s income as well\*\*\*\*\***

* Copy of beneficiary’s Tax Return or Transcripts for most recent tax year (if not filed joint with petitioner)
* Copy of beneficiary’s W-2/1099s
* Copy of beneficiary’s paystubs for last six months
* Copy of beneficiary’s EAD
1. **Form I-693 Report of Medical Examination and Vaccination Record:** [**https://www.uscis.gov/i-693**](https://www.uscis.gov/i-693)
* Sealed Report
1. **Form I-765 Application for Employment Authorization:** [**https://www.uscis.gov/i-765**](https://www.uscis.gov/i-765)
	1. Payment for $260 Form I-130 Filing Fee
* Beneficiary’s 2 passport-style photographs
1. **Form I-131 Application for Travel Document:** [**https://www.uscis.gov/i-131**](https://www.uscis.gov/i-131)
	1. Payment for $630 Form I-130 Filing Fee
* Beneficiary’s 2 passport-style photographs

Copies of documents submitted are exact photocopies of unaltered documents and I understand that I can be requested to provide original documents to USCIS. Please do not hesitate to contact me at **NUMBER** for the Petitioner and **NUMBER** for the Beneficiary, if you have any further questions. Thank you for your time and attention to this matter.

Respectfully Submitted,

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**Full Legal Name of Beneficiary Full Legal Name of Petitioner**