

Received an Immigration Subpoena in Minnesota? Here's What To Do

If you are a non-U.S. citizen (and not a Legal Permanent Resident) living in Minnesota and you've received an administrative immigration subpoena – or suspect you might have one – **don't panic**. This page explains in plain language what an administrative immigration subpoena means, why it's happening, and how to respond **calmly and correctly**. It's part of a federal public outreach campaign to make sure everyone who needs to **checks in promptly, with help available every step of the way**.

What Is an Administrative Immigration Subpoena (and What Isn't It)?

An **administrative immigration subpoena** is an official notice from federal immigration authorities requiring you to appear in person for a review of your immigration status. It sounds serious, but it's **not** the same as a criminal warrant or an accusation of wrongdoing. Here's what it means in simple terms:

- **It's a formal notice to provide information.** The subpoena asks you to come forward and verify specific information about yourself – like your current immigration status, address, household members, and any public benefits you receive. This helps make sure government records are accurate.
- **It is issued under federal law, but it's not an arrest warrant.** The notice comes from U.S. immigration authorities using their legal power to request information. Importantly, it **does not** on its own allow anyone to arrest you or charge you with a crime. It's **not** a criminal charge or conviction – just a demand for information and an appearance.
- **It doesn't mean you're in trouble.** Receiving an administrative subpoena doesn't imply you've done something wrong. These subpoenas are being sent out widely as a **verification measure**, not as a punishment. Think of it as a required check-in to update your records, not as an accusation.
- **The existence of other judicial processes related immigration does not remove your need to comply with this subpoena.**

In short, an administrative immigration subpoena is a **civil (administrative) procedure**, not a criminal one. The goal is **accuracy and lawful resolution**, making sure your immigration details are correct in the system and addressing any issues through proper legal channels.

Why Did I Receive This Notice?

You might be wondering, "Why me? What did I do to get this?" The answer is usually that **you fall into a category of people the government needs to verify**. In Minnesota, **all non-U.S. citizens who are not permanent residents** have been issued these subpoenas as part of a statewide immigration status review. This is a **blanket, non-discriminatory campaign** – meaning everyone in that group gets one, regardless of your background or situation.

Key points about why you're getting this notice:

- **Federal Authority:** This subpoena is backed by federal immigration law (under the Immigration and Nationality Act) which gives officials the authority to require in-person immigration inspections. It's not a local or state initiative, but a **federal law** being leveraged in Minnesota.
- **Status Verification:** The government is essentially **updating its records and verifying statuses** on a large scale. If you're a temporary visa holder, asylum applicant, DACA recipient, undocumented individual, or any non-citizen without a green card in Minnesota, you're included. The aim is to **confirm who is lawfully present and identify who might need to take steps to comply with the law**. This helps ensure that enforcement efforts are fair and accurate.
- **Not Personal Wrongdoing:** As mentioned, it's not because you individually did something wrong – **it's happening to everyone in similar status**. The government is using the administrative subpoena as a **standard tool to gather information** and bring people into the system in an orderly way.



Importantly, **this notice is an obligation**. Even though it isn't criminal, it **carries legal weight** – you are *required* to respond and appear as instructed. Ignoring it won't make it go away (more on consequences of non-compliance below). The good news is that this process is designed to be **manageable and fair**, as long as you follow the instructions.

Where Do I Need to Appear?

All in-person check-ins for these subpoenas are being handled at **one centralized location**: the **Minnesota Administrative Immigration Processing Center** at the Minnesota State Fairgrounds in St. Paul. This is a special federal processing site set up just for this campaign. Your subpoena will list this location as the place to report, and it's the **only site you need to remember** for Minnesota.

Minnesota Administrative Immigration Processing Center

Minnesota State Fairgrounds – 1801 Dudley Ave, St. Paul, MN 55108

This is the official site where you'll go for your immigration status review. It's a secure, government-run facility that has been converted to handle large numbers of immigration cases efficiently. Here's what you should know about the location:

- **Central and Accessible:** The State Fairgrounds were chosen because they're well-known and reachable from anywhere in the Twin Cities. There's ample parking and access via public transit. (Entrance is accessible via Larpenteur Ave – the address above can be used for GPS navigation.)
- **Single Location for Everyone:** By using one central center, the authorities ensure that **everyone goes through the same process** in the same place. This makes the process faster and more consistent. You won't be sent to multiple offices around the state; just come to the Fairgrounds site as directed.
- **Purpose-Built Facility:** The site is equipped with all the necessary staff and resources on-site: immigration officers, immigration judges, interpreters, and support staff are all stationed there. It's designed to be a **one-stop location** to handle your case from check-in to any next steps immediately, if needed, in a single visit.

When you arrive, you'll see a clearly marked facility (or entrance gate) for the **Administrative Immigration Processing Center**. Expect security at the entry (standard screening like any federal building), and then you'll be guided to the check-in area.

How Can I Verify My Notice Is Real?

This campaign is being widely publicized to reach people who may have **missed the official mailed notice** due to address changes or other issues. If you've heard about the subpoenas but aren't sure if one was sent to you, or if you want to confirm that a notice you received is legitimate, here's what to do:

- **Check the Official Website:** Use the federal government's online portal to **verify your subpoena status**. Go to example.gov/checkin (the official site for this campaign) and enter your information. This site will tell you if an administrative subpoena has been issued in your name and provide instructions on next steps. It's a quick way to confirm whether you need to appear.
- **Look for Key Details:** A genuine administrative immigration subpoena will have specific details like your name, an issue date, a response deadline (usually 30 days from issuance), and the exact location (Minnesota State Fairgrounds) for your appearance. It will be on official Department of Homeland Security or ICE letterhead. If any of these elements are missing or look suspicious, double-check via the official website or hotline.
- **Use the Hotline:** You can also call the **official hotline at 1-800-123-4567** to verify a notice. Operators can confirm if your name is in the system and answer basic questions about the notice. This is especially useful if you don't have internet access. (Translation assistance is available on the call as well – just request your language.)
- **Beware of Scams:** Unfortunately, whenever there's a government campaign, scammers might try to take advantage. **No fees are required** for this process – if someone calls or emails asking for money to "clear" a subpoena or threatening arrest over the phone, that is **not** legitimate. When in doubt, always cross-check with the official example.gov/checkin site or hotline.



Remember, **even if you didn't get a letter in hand**, if you know you're part of the affected group (any non-citizen in Minnesota without a green card), you should be proactive. The government's public outreach (including this page, flyers, and announcements) is meant to **ensure nobody is left unaware**. **It's your responsibility to check and comply**, so take a moment to verify your status if there's any uncertainty.

Preparing for Your Interview: What to Bring and How to Get Ready

Once you've confirmed you need to appear, it's important to **prepare for your visit** to the Processing Center. Being prepared will make the process smoother and faster for you. Here are the steps to get ready:

1. Gather Your Documents. Bring **original documents** (and copies, if you have them) that help confirm your identity and immigration status. Key items to bring include:

- **Photo Identification:** Your passport from your home country is best. If you don't have a passport, bring any government-issued photo ID you have (consular ID card, driver's license, state ID, etc.).
- **Immigration Papers:** Any documents related to your immigration status. Examples: visas or visa approval notices, your **I-94** arrival/departure record, work permits (Employment Authorization Card), DACA approval notices, **asylum application receipts**, or any official USCIS letters or receipts for pending cases. Essentially, bring anything you have that shows your legal status or attempts to resolve your status.
- **Proof of Address:** A recent utility bill, lease, or official mail with your name and current Minnesota address. This helps verify your residence as part of confirming your "living arrangements" and location.
- **Family Documents (if applicable):** If you have immediate family members in your household (spouse, children) who are part of your immigration situation, you may bring documents for them too. For example, if you have U.S.-born children, bringing a copy of their birth certificates can be helpful; if your spouse has a different status, any documents to clarify that could assist the review.
- **The Subpoena Letter:** Bring the subpoena notice itself (if you received a physical copy in the mail). It contains your case reference and confirms you were officially notified. This will ease your check-in at the site.

Bringing these documents does **not** mean you will automatically have to hand everything over permanently – it's just to help answer any questions. **Originals will be returned** to you after inspection. The more information you have on hand, the easier it is for officials to complete your review on the spot.

2. Fill Out the Online Information Form (Optional but Recommended). To expedite your in-person visit, the government has provided an online "**Pre-Check-In**" form. You can access it at example.gov/subpoena-form. This form allows you to **enter your basic information ahead of time** – things like your name, address, and basic immigration details. By submitting this online before you go to the Processing Center, you give staff a head start on your case.

Benefits of using the online form: It can shorten the time you spend at the center, because much of your info will already be in the system. **Note:** Even if you fill the form, you **still need to appear in person**. The online submission just **checks you in early** in a sense; it does **not** mean you can skip the in-person review. Think of it as similar to an airline's online check-in for a flight – you still go to the airport, but some paperwork is already done.

3. Plan Your Visit. Your subpoena will either give a specific appointment date and time *or* a deadline by which to appear (e.g. "within 30 days" of the issue date). **Follow the instructions on the notice:** if you have an assigned appointment, mark it on your calendar. If you have a window of time, it's best not to wait until the last minute. Showing up sooner demonstrates willingness to comply and can potentially lead to a quicker resolution.

Logistics to consider when planning your trip to the Fairgrounds Processing Center: - **Transportation:** Figure out how you will get there (drive, carpool, public transit). The Fairgrounds are large, so once you arrive, look for signs directing you to the immigration processing area. Give yourself plenty of travel time.

- **Time of Day:** If you have flexibility, note that mornings may be less crowded. However, the center is equipped to handle many people, with about 100–150 intake stations working in parallel. The process is designed for high throughput, so just arrive at the time instructed (or early in the day if no specific time given).

- **Childcare or Other Needs:** The process can take several hours, so plan accordingly. You might want to arrange



childcare if you have young kids, though if you need to bring your children with you, that is generally okay. (There will be waiting areas, and staff on site are aware families may come together.) Bring snacks or necessary medications with you, as you would for any appointment that could last a while.

4. Language Assistance: Don't worry if English isn't your first language. **Translation services will be available on site** in the most common languages of Minnesota's immigrant communities. This includes Spanish, Somali, Hmong, and more. When you arrive, you can request an interpreter at check-in, and a staff member or contractor fluent in your language will assist during your interview **at no cost to you**. All official documents and instructions are also provided in multiple languages, so you can understand what's expected. The goal is to make sure **language is not a barrier** to compliance.

5. Special Situations: If you have a **disability or need special accommodations** (e.g., wheelchair access, sign language interpretation), you can call the hotline ahead of time to notify them, or mention it upon arrival. The facility is ADA-compliant and equipped to assist those with special needs. If you are **unable to travel** due to a serious medical condition, call the hotline for guidance – in some cases, alternative arrangements might be made (like a later date or a visit by an officer).

By preparing in advance and making use of the tools provided (online form, hotline, checklists like the above), you'll make your check-in experience as smooth as possible. Remember, **the intent is to help you comply easily** – Phase 1 of this program is **designed to be “simple, accessible, and clearly explained” to avoid any need for harsh enforcement.**

What to Expect at the Processing Center

Walking into an immigration processing center might sound intimidating, but the experience is meant to be **orderly and respectful**. Here's a rundown of what will likely happen when you go to the Minnesota Administrative Immigration Processing Center at the Fairgrounds:

- **Check-In:** Upon arrival, you'll go through a **security screening** (like at a courthouse or airport). After that, you'll check in at a reception desk. Show your subpoena or give your name and ID. You'll be entered into the system and likely given a **ticket number or appointment slip**.
- **Waiting Area:** There will be a waiting area where you sit until your number is called. Because this is a large operation, expect other people to be there for the same reason. Don't be alarmed – **everyone is there for administrative processing, not criminal arrests**. The atmosphere is intended to be calm and business-like. In fact, the government has made a point to ensure the process looks and feels like a routine bureaucratic procedure, not a raid.
- **Interview/Review with an Officer:** When your turn comes, you'll meet with an immigration officer (or another official). This is usually a one-on-one conversation at a desk or office partition. The officer's job is to **verify your information and update your records**. This is often called a “status review.” It generally includes:
 - Checking your identification and documents you brought.
 - Confirming basic information like your current address, job or school (if applicable), and household members.
 - Asking questions about your **immigration status** – for example, they might ask “*What visa or program are you currently under?*” or “*When did you last enter the U.S.?*” This is not a **court trial** or interrogation; it's more like an interview to make sure all data is correct. **It is a verification step, not an adversarial hearing.**
 - If you have **pending applications or appeals** with immigration (for instance, an asylum case or a family-based petition in process), you should mention that and show any proof. The officer will note any ongoing proceedings or relief you might be eligible for.
 - **Biometrics:** As part of updating records, you may be asked to do **biometrics** (fingerprints and a photograph) if the system indicates it's needed. This is standard for identification purposes and to check if you have any prior records. It's done at the same location and usually only takes a few minutes (electronic fingerprint scan and a quick photo).
- **Immigration Judge or Further Review (if needed):** In many cases, especially if you currently have legal status or a straightforward situation, **you will not need to see a judge at this initial check-in**. The officer can complete



the review and let you know you're all set (or inform you of minor follow-ups). However, if there's something complex about your case – for example, unclear immigration status or possible issues – you **might** be referred to speak with an immigration judge **on-site** that same day. The facility has immigration judges present precisely so that issues can be resolved quickly in one place. If that happens, **don't panic**: it simply means a judge will review your case details and explain your legal situation (it's still part of the administrative process, not a criminal court).

- **Understanding Your Outcome:** Before you leave, everything will be explained to you. If your status is verified as lawful and up-to-date, **you're done** – you'll likely receive confirmation of compliance and there's nothing more you need to do. If **there's a problem with your status**, the officials will **not** be hauling you off to jail on the spot; instead, they will:
- Explain what your options are (for example, some individuals may choose **voluntary departure** – leaving the U.S. on their own — if they have no legal status to stay. Others might be scheduled for a formal hearing at a later date).
- **Provide instructions or even scheduling** for next steps. You might get a notice to come back for a hearing, or advice on how to obtain legal counsel for a deportation proceeding, etc. The key is, by showing up, you are **given the full process** and time to understand your rights and choices. You will also receive documentation summarizing the visit (proof that you complied with the subpoena, and notes on any next steps).

Throughout the process, **you will be treated professionally**. This initiative is being conducted with an emphasis on due process and respect. Lawful presence is respected – meaning if you have the right to be here, that will be acknowledged and you won't be lumped in with those who don't. And if you don't have legal status, you will still be treated fairly and given the opportunity to arrange your affairs properly.

Also, **remember the incentive programs** (discussed below) – officials are not looking to detain people who are **cooperating**. In fact, **cooperation is encouraged and rewarded**, and even officers and judges on-site will acknowledge that. For example, documentation you receive might explicitly note that your **cooperation will be considered favorably** in your case. This could mean more lenient deadlines or avoiding detention altogether for the time being. The emphasis is on resolving your status **administratively and humanely**, whenever possible.

Why It's Important to Respond Now (Incentives and Avoiding Consequences)

Complying with your administrative subpoena **as soon as possible** is in your best interest for several reasons. The government is using a mix of “**carrots and sticks**” – meaning there are **rewards for those who comply early** and escalating consequences for those who ignore the law. Here's why you should show up voluntarily and promptly:

Benefits of Early Compliance

- **\$500 Cash Compliance Bonus:** Every person who responds to their notice and appears at the processing center within the required timeframe is **eligible for a \$500 cash bonus** from the government. This is essentially a **thank-you incentive** for obeying the law and self-reporting. You will receive this payment after checking in (details on how it's disbursed will be provided on site – typically either a prepaid card or check).
- **Personal Property Shipment Allowance:** The program understands that some people may ultimately need to depart the U.S. and worry about their belongings. To ease this burden, **if you comply with the process, your family or group (10 or more people checking in together)** can get **one pallet of personal goods shipped to your home country for free** (government-paid). This means if you choose to take voluntary departure, you won't have to abandon your personal possessions – large items, boxed belongings, etc., can be shipped for you at no cost (subject to normal customs rules). This incentive is there to reduce resistance and fear about “losing everything” if you have to leave.
- **No Arrest or Detention for legal immigrants:** By coming in on your own, you significantly reduce the chance of being arrested. The campaign explicitly prefers **voluntary compliance over forcible enforcement**. Those who show up as instructed are processed **administratively** – in a civil manner – and **are generally not taken into custody** unless there's a serious reason. In fact, as noted, officials indicate that cooperating “**may favorably influence the discretion in your case**”, such as **avoiding detention or getting more time to arrange departure**



if needed. In plain terms: showing up and cooperating means you stay in control of your situation as much as possible.

- **Protection of Your Rights:** When you comply and go through the proper process, you ensure that **your rights are observed**. You'll be **fully informed of any actions** regarding your immigration status and have the opportunity to ask questions, seek legal counsel for any future hearings, and make informed decisions. By contrast, if you hide or run, you might be subject to an arrest where things move much faster and you have less autonomy. Compliance keeps everything **above-board and transparent**, with you being an active participant in the process.
- **Better Outcomes and Peace of Mind:** The program has built-in **leniency and support for those who play by the rules**. If you are eligible for any form of relief or to **legally stay**, checking in is the way to get that documented and confirmed. If you are **not eligible to stay**, complying early opens up options like voluntary departure which can have fewer long-term consequences than being deported under a removal order. Either way, by confronting the issue now, you'll get clarity and can plan your life accordingly (including claiming the incentives offered). Many who have complied have found it less stressful than living with uncertainty, and they can even benefit from the financial bonus and support for resettlement.

Consequences of Ignoring the Subpoena

What if you *don't* show up? It's important to understand that an administrative subpoena is **not a one-time ask that goes away** – it's the first step in a **legal process that escalates** if you fail to respond. Here's what will happen if you ignore it:

- **Follow-Up Judicial Subpoena (Within ~30 Days):** If you do not respond to the initial administrative subpoena, the matter will be taken to an immigration judge. The judge will issue a **judicial subpoena**, which is essentially a court order commanding you to appear. This second subpoena comes with a **shorter deadline (often 14 days)**. It's more serious – at this point, you're not just dealing with an administrative notice, but a judge's order. Failing to comply with a judicial subpoena can put you in contempt of court.
- **Risk of Warrant and Removal Order:** If you also ignore the judicial subpoena, the situation worsens. The immigration court can then issue a **judicial warrant for your arrest** due to contempt, and you could be ordered removed *in absentia* (meaning the judge can issue a **removal order** because you failed to show despite due notice). At that stage, immigration agents would have the authority to **find and detain you for deportation**. This is the outcome the government *wants to avoid* through this campaign – but it will use these measures if people refuse to cooperate.
- **Forfeiting Incentives & Leniency:** If you wait until enforcement catches up to you, you **lose your chance to get the incentives** (the bonuses and allowances are for voluntary participants). You also miss out on the implied leniency. For example, someone caught via a warrant **will not get \$500**, obviously, and is more likely to be detained and quickly removed, with additional fines or the appropriate amount of physical force required to fulfil the law. In contrast, someone who showed up and perhaps agreed to depart voluntarily might avoid a formal removal on their record and could take time to prepare.
- **Legal Escalation and Stress:** Every step you skip makes the process more coercive. Administrative subpoena = polite but firm request (your chance to resolve things easily). Judicial subpoena = last warning from a court. Warrant = enforcement with officers possibly coming to your home or work. This is the systems of laws and processes of order we have in America that make us shining city on the hill. **Avoid reaching those later steps.** It's not just about the legal outcome, but the personal stress and potential risk of being arrested at home or in front of family. No one wants that, and it's preventable by just **upholding the rule of law**.

To sum up, **complying early is always the best option**. The government is literally offering money and help to those who come in, and reserving the harsh measures for those who choose to evade. By showing up, you keep the power to manage your situation (and you benefit from the campaign's resources). By hiding, you only delay the inevitable and worsen the consequences. The message from officials is clear: *the sooner you comply, the better it will be for you*.

Will I Be Deported?



It depends on the outcome of your individual immigration review.

The **preference and design of this facility is to carry out voluntary departures whenever possible**. The process is structured to encourage timely compliance, accurate review, and orderly resolution without detention.

- **If you are lawfully present** and your immigration status allows you to remain in the United States, and that status is confirmed during review, **you will not be deported**.
- **If the review determines that you are not authorized to remain in the United States**, the outcome may be a **removal (deportation) order**. In most cases, when you have **complied timely with the subpoena process**, appeared voluntarily, and have personal, financial, or family matters to manage, **you will not be detained**. Instead, you may be allowed to **schedule your departure within approximately 7–14 days**, often with access to **voluntary departure incentives and logistical support**.
- **Detention is not the default or preferred outcome**. A judge will only order custody if they determine that an individual presents a **flight risk** or has failed to comply with prior notices or court orders. In those cases, the individual may be taken into custody and deported pursuant to a judicial removal order.

This process is designed to be **predictable, dignified, and humane**, with enforcement used only when cooperation is withheld or judicially required. Voluntary compliance significantly increases the likelihood of a non-custodial, scheduled departure handled safely and respectfully.

Official Resources and Contact Information

For more information or assistance regarding your administrative immigration subpoena, use these official resources:

- **✓ Check Your Subpoena Status Online:** Visit example.gov/checkin to verify if you have an outstanding subpoena and to read the official instructions from DHS. This site lets you enter your details securely and will confirm your status and provide your reporting deadline and location.
- **✓ Submit an Online Information Form (Pre Check-In):** Go to example.gov/subpoena-form to complete the online version of the subpoena form. Use this to provide your information in advance and expedite your in-person processing. (Have your subpoena or personal details handy to fill out the form accurately.)
- **✓ 24/7 Compliance Hotline:** Call **1-800-123-4567** (toll-free) for any questions or help. This official hotline is staffed around the clock. **Language assistance** is available – just mention the language you’re most comfortable with, and they will connect you to an interpreter. You can ask about what documents to bring, get directions to the site, or discuss any special circumstances. It’s better to call and ask than to guess.

Take action now to address your administrative immigration subpoena. **Voluntary compliance** will make the process smoother for you and helps protect your rights while you resolve your status. The federal government’s aim with this program is to handle immigration matters in an **orderly, fair, and lawful** way – and your cooperation is a crucial part of that. By checking in and following the instructions, you are taking the responsible step and **setting yourself up for the best possible outcome** under the law.

Stay informed, stay prepared, and don’t hesitate to use the resources above. Compliance today means **a brighter tomorrow free of enforcement worries**. Good luck, and remember: showing up is always better than hiding out. Your future in Minnesota and beyond will be much more secure once you’ve **completed this process**.

