

BEFORE AN IMMIGRATION ARREST DEVELOP AN EMERGENCY RESPONSE PLAN

• Keep all of your important documents in an easily accessible place. Make copies of these documents for a family member or close friend to keep in case of emergency. - Passport - Birth Certificate - Marriage License - Car Titles and Property Deeds - All immigration documents, including "A" number if you have one
• Speak with a trusted immigration attorney to assess your individual immigration situation (see APPENDIX A for a list) - Always have the number or card of a respected legal service provider or immigration attorney in case of emergency. - Your family should also have these numbers. Memorize that family member's number.
• Have an emergency plan at your place of work - Ask if your coworkers are willing to stay silent and ask to speak with an attorney in the event that immigration comes to your workplace. - If your workplace has a union, speak with the union representative to better learn how to prepare in case immigration comes to your workplace.
• Have a plan to protect your family - Prepare a "Power of Attorney" form to ensure the proper care of your children with a relative or family friend in case you are detained or deported. (see APPENDIX B) - Obtain a valid passport for your children. - If your child is a citizen of the United States, obtain a passport for them as soon as possible. They will need this to travel outside of the country and prove citizenship later. - If your child is not a citizen of the U.S., obtain a passport from their country of citizenship. You can get this from your country's consulate (see APPENDIX C). - Register your child as a citizen of your country at that country's consulate so you do not have problems there once you arrive. - For example, in some countries, children that are not registered cannot attend school. (See p. 16 for info on how to register your U.S. born children in Mexico.)

HAVE A PLAN TO PROTECT YOUR FAMILY!

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DURING AN ARREST

WHAT TO DO DURING AN ARREST

What to do if police or an immigration agents question you:

- ✓ You have the right to ask if you are being detained or arrested.
-If the officer says "No, you are not under arrest or being detained", ask them if you are free to leave. If they say yes, slowly and calmly walk away.

-If the officer says "Yes, you are under arrest and/or being detained", then
YOU HAVE THE RIGHT TO REMAIN SILENT!

If you have valid documents:

- ✓ Show them to the officer. Always carry them with you.

If you do not have valid documents to be in this country:

- ✓ Do not answer any questions.
- ✓ Do not show false documents.
- ✓ Only say "I need to speak with my attorney."
- ✓ Do not say anything about where you are from or how you came to this country.
- ✓ Show the officer the "Know Your Rights" card (see APPENDIX D).

ABOVE ALL

**DO NOT SHOW FALSE DOCUMENTS AND DO NOT SAY
ANYTHING THAT IS NOT TRUE.**

WHAT TO DO IF IMMIGRATION COMES TO YOUR HOUSE:

- If the police, immigration agent or other government agent tries to enter your house:
 - Don't open the door
 - It is very important to ask them if they are the police or immigration.
(Sometimes, immigration agents will say they are the police, so ask them very specific questions.)
 - If it is an immigration agent/officer, they are usually not allowed to enter unless you open the door or give them permission to enter
 - Talk through the door. If you open the door a small amount to talk, the agent might say that by opening the door you gave consent to enter.
 - If it is the police, they need a "Search Warrant" to enter your house.
 - A search warrant is a signed paper by a judge that authorizes the officer to enter your house.
 - The warrant should say in detail who the person is that the officer is looking for
 - If they have an arrest warrant but not a search warrant, they are not legally able to enter your house.
- If an officer enters your home:
 - Write down the names and badge numbers of the officers
 - Tell them that you have not given them consent for a search
 - Take down the names, address, and numbers of anyone who is present
- Do not run – it is not safe to run.

WHAT TO DO IF IMMIGRATION COMES TO YOUR WORKPLACE:

- **STAY CALM**
 - Do not run
 - It is not safe to run
- In order to enter your workplace, the officer must have a warrant from a judge or permission from your employer.

WHAT TO DO IF IMMIGRATION STOPS YOU IN PUBLIC:

- If they stop you in the street
 - They should have a proper order/warrant to do so; ask to see it.
 - If they don't have an order, they must have specific facts that make it reasonable to believe that you are not in this country legally

REMEMBER:

You have the right to remain silent. Do not say anything about your immigration status or where you were born. If you have valid immigration documents, show them.

AFTER AN ARREST

IF YOU ARE ARRESTED

- **Find out who has arrested you**
 - Write down the names of the officers and their organizations (FBI, ICE, CBP, etc.).
 - Write down badge numbers (on uniform) and vehicle license plate numbers.
- **Do not sign any documents you do not understand before speaking with an attorney**
 - It's possible that the agents will try to pressure you to sign something.
 - Do not let them pressure you. They could be trying to get you to sign something that gives up your right to appear before an immigration judge.
- **Contact your attorney or a family member**
 - You have the right to call someone after your arrest.
 - Memorize the number of your attorney, family member, or union representative.
 - Contact them immediately.
- **Contact your consulate**
 - You have the right to contact the consulate of your country of citizenship to request assistance.
 - You have the right to tell the agent to inform your consulate of your arrest.
 - The consulate can help you find an attorney.
 - The consulate may also offer to contact your family.
- **Apply for bond**
 - Apply for bond while in immigration custody.
 - You must be able to show that you are not going to flee or a danger to the community.

**DO NOT SIGN ANYTHING YOU DO NOT UNDERSTAND BEFORE CONSULTING
WITH AN ATTORNEY!**

AFTER AN ARREST

IMPORTANT INFORMATION ABOUT IMMIGRATION DETENTION

How long can the local government detain a person with a detention order from ICE?



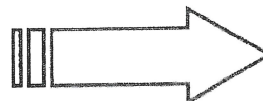
According to federal regulations, a person detained pursuant to an immigration detainer cannot be held for more than 48 hours, excluding Saturdays, Sundays, and holidays. The 48 hour period starts to run after the local or state police would have released that person from their custody for any underlying offense.

What happens once the 48 hours has passed?



Because an ICE detainer only allows for an individual to be detained for 48 hours beyond what is permitted by state or local law, the detained individual should be immediately released after the 48-hour period has ended. After this period, you and/or your attorney should ask that you be released if you are not released automatically.

What happens if the jail continues to detain a person when the order has expired?



If the jail does not have independent authority to detain a person based on criminal charges, it is illegal for them to continue to detain that person after the immigration detainer has expired. Contact an attorney if this has occurred.

NOTE about BONDS:

The 48-hours ICE has to pick up a detained individual under an immigration detainer begins to run either once the individual pays the bond for an underlying criminal charge or otherwise would have been released from state custody. So it is possible that ICE can still pick that individual up after they have paid the local/state bond, and that the time in immigration custody will not count towards a sentence. If possible, consult with an attorney as soon as possible after being detained to talk about whether it is a good strategy to pay the local bond. Don't take advice from clerks or jail staff about this.

AFTER AN ARREST
YOUR RIGHTS WHILE IN DETENTION

YOU HAVE THE RIGHT:

- ✓ **Not to sign declarations or documents, particularly the ones you do not understand**
 - Especially those that give up your right to a hearing before a judge.
 - You can say that you would like to speak with a lawyer before signing
- ✓ **Not to offer information about your immigration status**
 - What you say can be used against you later in Immigration Court.
- ✓ **To contact your consulate**
- ✓ **To make a call after you have been detained**
 - Memorize the number of your lawyer or a family member.
 - Call them immediately.
- ✓ **To ask for a bond**
 - You always should ask for bond or a bond hearing.
- ✓ **To have an interpreter at your hearing if you do not speak English**

For more information about detention see APPENDIX C

Health Information Addendum

Health Insurance Information Our health insurance carrier is: Name: _____ Policy number: _____ group number: _____	Información de seguro medico <i>Nuestro proveedor de Seguro médico es:</i> Nombre: _____ Numero de póliza: _____ Numero de grupo: _____
Hospital Preference Name: _____ Address: _____ _____	Preferencia de hospital Nombre: _____ Dirección: _____ _____
Health Care Providers Type of provider: _____ Name of provider: _____ Address: _____ _____ Phone number: _____	Proveedores de cuidado de salud Tipo de proveedor: _____ Nombre de proveedor: _____ Dirección: _____ _____ Número de teléfono: _____

Information about Medical Conditions

Información sobre condiciones medicas

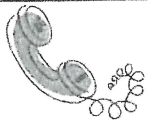
Allergies/alergias: _____

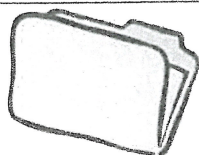
medical conditions/condiciones medicas: _____

Medications/medicamentos: _____

May NOT have the following medications/no puede tomar los siguientes medicamentos: _____

Other health information/otra información sobre salud: _____

	Important Telephone Numbers And Information
<u>Emergency: In case of serious emergency</u> CALL 911	<u>Insurance Information:</u> Health Insurance Company:
Police Department:	Phone Number:
Fire Department:	Policy Number:
Consulate of my country:	Car Insurance
<u>Family/Important Contacts in the U.S.</u>	Company:
Name:	Phone:
Home Phone:	Policy Number:
Cell Phone:	Car 1:
Work:	VIN #/Plate #:
Relationship:	Car 2:
Name:	VIN #/Plate #:
Home Phone:	Home Insurance
Cell Phone:	Company:
Work:	Phone:
Relationship:	Policy Number:
<u>Family/Important Contacts in my Country</u>	<u>Important Medical Information</u>
Name:	Doctor Name:
Home Phone:	Phone:
Cell Phone:	Dentist Name:
Work:	Phone:
Relationship:	Pediatrician's Name:
Name:	Phone:
Home Phone:	Hospital:
Cell Phone:	Phone:
Work:	Pharmacy:
Relationship:	Phone:



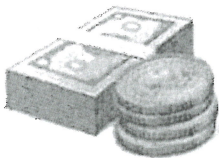
Important Family Records

Use this form in order to have all important information in the same place. Put originals of each document in a safe place (e.g. lock box).

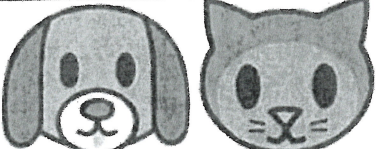
<u>Important Work Numbers</u>	<u>Important School/Daycare Numbers</u>
Employer #1	School #1
Name:	Name of Child:
Phone:	Name of School:
Supervisor:	Name of Teacher:
Date Started:	Phone:
Union Rep:	School ID Number:
Phone:	Name of Child:
Employer #1	Name of Teacher:
Name:	School ID Number:
Phone:	School #2
Supervisor:	Name of Child:
Date Started:	Name of School:
Union Rep:	Name of Teacher:
Phone:	Phone:
<u>Important Information about your Vehicles</u>	School ID Number:
Vehicle 1 Make/Model:	Name of Child:
Plate #:	Name of Teacher:
VIN/ID #:	School ID Number:
Car Loan:	<u>Social Security #/ITIN</u>
Insurance:	Name:
Vehicle 2 Make/Model:	Number:
Plate #:	Name:
VIN/ID #:	Number:
Car Loan:	Name:
Insurance:	Number:
<i>Attach a copy of each vehicles registration and insurance and a photograph of each vehicle.</i>	<i>Attach a copy of each social security card</i>

Family Member #1			
Name:			
Date of Birth:	Organ Donor:	Yes	No
Allergies:			
Medications:			
Medical conditions & Medical History:			
Family Member #2			
Name:			
Date of Birth:	Organ Donor:	Yes	No
Allergies:			
Medications:			
Medical conditions & Medical History:			
Family Member #3			
Name:			
Date of Birth:	Organ Donor:	Yes	No
Allergies:			
Medications:			
Medical conditions & Medical History:			
Family Member #4			
Name:			
Date of Birth:	Organ Donor:	Yes	No
Allergies:			
Medications/Medical conditions and history:			

Family Member #5			
Name:			
Date of Birth:	Organ Donor:	Yes	No
Allergies:			

Medications:	
Medical conditions & Medical History:	
Family Member #6	
Name:	
Date of Birth:	Organ Donor: Yes No
Allergies:	
Medications:	
Medical conditions & Medical History:	
Family Member #7	
Name:	
Date of Birth:	Organ Donor: Yes No
Allergies:	
Medications:	
Medical conditions & Medical History:	
<u>Persons who CAN pick up my children from school/day care</u>	<u>Persons who CANNOT pick up my children</u>
Name:	Name:
Date of Birth:	Name:
Home Phone:	Name:
Cell Phone:	Name:
Work :	*Please inform personnel at your children's school that the persons listed in these sections have permission to pick up your children or do not have permission. *If there is a restraining order, attach a copy of this order and file another copy with the school and/or day care of your children.
Relationship:	
Name:	
Date of Birth:	
Home Phone:	
Cell Phone:	
Work :	Contacts for Legal Problems, Identity Theft, and Fraud <i>For your security DO NOT NOTE the numbers of your credit cards or account numbers on this document.</i>
Relationship:	
	

<u>Credit Card Companies</u>	<u>Contacts for your Financial Affairs</u>
Card #1	Checking Account #1
Company:	Bank:
Toll-Free Number:	Toll-Free Number:
Names on Card:	Persons with Access:
Card #2	Checking Account #2
Company:	Bank:
Toll-Free Number:	Toll-Free Number:
Names on Card:	Persons with Access:
Card #3	Savings Account #1
Company:	Bank:
Toll-Free Number:	Toll-Free Number:
Names on Card:	Persons with Access:
<i>Report theft of credit cards IMMEDIATELY!</i>	Savings Account #2
	Bank:
	Toll-Free Number:
	Persons with Access:
<u>Public Agency Contacts</u>	<u>Civil Legal Assistance</u>
Domestic Violence Help:	Legal Aid:
Public Prosecutor:	Immigration Attorney:
Report Child Abuse:	Other Attorney:

	Emergency Care for Pets
Pet #1	
Name:	
Date of Birth:	
Breed:	

Description:	
Registration Number:	
Medications:	
Medical Problems:	
Pet #1	
Name:	
Date of Birth:	
Breed:	
Description:	
Registration Number:	
Medications:	
Medical Problems:	
<u>Veterinarian</u>	<u>Emergency Housing for Pets</u>
Name:	Name:
Phone:	Phone:
Address:	Address:
Emergency Phone:	
<i>Attach a photograph of each pet!</i>	