

AMERICAN INSTITUTE IN TAIWAN
TAIPEI OFFICE

Dear Visa Applicant:

Thank you for the notification that you have all the documents needed in connection with your application for an immigrant visa.

All intending immigrants are required by United States law to undergo certain medical examinations. Complete instructions for these examinations are contained on the attached sheet.

An appointment has been scheduled for you to come to this office. You must appear on the appointed date. If you CANNOT KEEP THE APPOINTMENT, please notify this office at once.

You are reminded that you must bring with you all of the documents pertinent to your case **unless they have been provided to the National Visa Center.** YOUR APPLICATION CANNOT BE ACCEPTED IF YOU FAIL TO BRING COMPLETE DOCUMENTATION. For each applicant three identical color photographs with white background are required. The photograph should measure 2 inches square (roughly 50 mm square) with the head centered in the frame. Photos should be printed without borders. Photos taken in front of busy, patterned, or dark backgrounds will not be accepted. For your convenient reference, the generally required documents are listed and described below:

Passport or Approved Travel Document	Photograph (3 for each person)	Marriage Certificate, if applicable
Household Registration (original and current) one for each	Evidence of financial support (Form I-864) or DS-1743, Offer of Employment to Alien (unless you have evidence of your own assets). secondary evidence, such as U.S. Tax documents, is also useful.	Divorce decree, if applicable
Birth Certificate for applicant, spouse and children		Military record, if applicable
Police Certificate and court records if applicable	DS-230 (Part I, II) Application for Immigrant Visa and Alien Registration	

All documents not in Chinese or in English must be accompanied by certified translations into English. Translations must be certified by a competent translator and sworn to before a Notary Public.

Affidavits of support (I-864) must be less than 6 months old when presented.

Married persons should present one copy of their marriage certificate. Proof of the termination of any previous marriage should also be submitted, e.g. death certificate of former spouse, or decree of divorce or annulment. All documents, except passports/approved

travel documents and photographs, must be submitted original and one copy. If you have only one copy of your birth certificate and cannot obtain another, you may submit one photo-static copy thereof but you must bring the original with you for inspection. It will be returned to you. The same applies to any other certificate which may have been photostatted.

A child, sixteen years of age or older who is included in his parents' passport/approved travel document but whose photograph does not appear in such passport/approved travel document, must obtain his own separate passport/approved travel document.

Each child, regardless of age, requires a medical examination, a birth certificate and three identical photographs. Birth certificates are required for all unmarried children under 21 years of age even if they do not intend to immigrate at this time.

You must be prepared to pay in cash a total fee of \$355.00 in United States currency or the equivalent in local currency for each visa. Each person immigrating, regardless of age, requires a separate visa. Even if a person is found ineligible to receive a visa, application fee of \$355.00 cannot be refunded.

MOST IMPORTANT

No assurance can be given in advance that a visa will be issued by the Consular Section of AIT. Only after all your documents have been reviewed, your medical examination completed, and you have signed and sworn to your formal application and have been interviewed can a decision be reached by an American consular officer as to your eligibility under the law to receive a visa. **YOU ARE ADVISED NOT TO MAKE ANY TRAVEL ARRANGEMENTS, NOT TO DISPOSE OF YOUR PROPERTY AND NOT TO GIVE UP YOUR JOB UNTIL THE VISA HAS BEEN ISSUED TO YOU.** Usually, a visa is valid for six months from date of issuance, which means that any time within that six-month period it may be used to apply for admission into the United States.

PLEASE MAKE CERTAIN THAT YOUR DOCUMENTATION IS COMPLETE AND THAT YOU HAVE AN ORIGINAL AND ONE COPY OF EACH DOCUMENT (except for your passport/approved travel document and 3 photographs). ONLY APPLICATION WITH COMPLETE DOCUMENTATION WILL BE ACCEPTED FOR FINAL PROCESSING.

IMPORTANT NOTICE. YOUR APPLICATION FOR AN IMMIGRANT VISA WILL BE CANCELED AND ANY PETITION APPROVED ON YOUR BEHALF WILL BE CANCELED ONE YEAR AFTER YOUR SCHEDULED APPOINTMENT IF YOU FAIL TO KEEP YOUR APPOINTMENT.

Upon arrival at this office on your appointment day, please present this letter to the receptionist.

Sincerely,

Consular Section

BRING ALL DOCUMENTS WITH YOU ON APPOINTMENT DATE