



*Embassy of the United States of America*  
**CONSULAR SECTION**  
**Duke Street VISA Entrance**

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LOCAL MAILING ADDRESS: AMERICAN EMBASSY, CONSULAR SECTION, P.O. BOX 10607, GEORGETOWN, GUYANA

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**IMMIGRANT VISA GUIDELINES – GUYANA (GEO)**

**IMMEDIATE RELATIVE (IR) AND FAMILY PREFERENCE (F) VISA CLASSES**

The Immigrant Visa Unit conducts visa interviews by appointment only. You should have been notified of your appointment date by the National Visa Center unless you are a K1 (Fiancé) visa applicant or expedited case. For K1 visas and expedited cases, the Immigrant Visa Unit will contact you directly with instructions on the visa process as soon as we receive your file from the National Visa Center.

**\*\*IMPORTANT\*\***

**REGISTER YOUR APPOINTMENT ONLINE**

You are required to register your appointment online at <https://ais.usvisa-info.com/en-gy/iv> **BEFORE** attending your interview. You should print the confirmation page of having successfully registered your appointment and **bring it with you on your appointment date.**

You must complete this requirement for **all** applicants applying for a visa (including children). Failure to comply with this instruction **prior** to attending your interview may significantly delay the processing of your visa application.

**RESCHEDULING YOUR APPOINTMENT:** If you are unable to attend your NVC scheduled appointment, you may reschedule your interview, after registering your original appointment, at <https://ais.usvisa-info.com/en-gy/iv>. To reschedule prior to your current appointment date, click the “**Reschedule Appointment**” link in your account. If your original appointment date has passed, you must use the “**Missed My Appointment**” link to request a new appointment.

You are responsible for ensuring that all required documents are available at the time of the interview. While you may have previously submitted the majority of required documents to the National Visa Center (NVC), there may still be additional documents that you need to bring with you to your interview. **Failure to bring all required documentation to the interview will result in a delay in visa issuance or a visa refusal.** The following documents must be available for the interview:

1. Appointment Letter **and** Appointment Registration Confirmation
2. Passport(s) for all traveling applicants. Passports must be valid for six months beyond the intended date of entry into the United States.
3. Two Color photographs (2” x 2” or 50mm square)
4. Police Certificate(s) for all applicants 16 years or older. See table below.

IF the applicant...	AND....	Then the applicant needs a police certificate from...
has lived in his/her country of nationality or at his/her current residence for more than <b>6 months</b>	was 16 years or older at that time	the police authorities of that locality.
lived in a different country for more than 12 months	was 16 years or older at that time	the police authorities of that locality.
was arrested for any reason, regardless of how long they lived there	was 16 years or older at that time	the police authorities of that locality.

**5. Civil Documents: YOU WILL NOT RECEIVE YOUR UNITED STATES VISA without recently issued Guyanese birth certificates and marriage certificates.** All such documents should be newly issued or issued within the past two years. Bring photocopies of all original documents submitted. **Since the Embassy is processing all immigrant visa cases for Suriname, recently issued birth and marriage certificates are also required for Surinamese applicants. Surinamese applicants must provide translated documents as well.**

- a. Original birth certificate(s) for both the petitioner and beneficiary.
- b. Marriage certificate for all present and prior marriages, if applicable, for the petitioner and beneficiary.
- c. Divorce decree for the petitioner and beneficiary for all prior marriages, if applicable.
- d. Death certificate of spouse of the petitioner and beneficiary, if applicable.

**6. Medical Examination Report (DS-2053, 3024, 3025 and 3026) for each traveling applicant. Form DS-3025 must be done in duplicate for each traveling applicant.**

Contact the Panel Physician to schedule your medical and obtain these forms. Download the Panel Physicians list from <http://photos.state.gov/libraries/guyana/19452/pdfs/PanelPhysiciansList.pdf>

**7. Evidence of financial support.** Petitioners and joint sponsors commonly fail to understand what is required of them in terms of financial support. **Please review the financial support forms extremely carefully as incorrectly filled out forms will result in visa refusal.**

- A signed Affidavit of Support form (I-864) from petitioner (**employed or unemployed**) and, **if required**, I-864/I-864A from joint sponsors and household members. Biological children of U.S. Citizens who will be under the age of 18 at the time of entry to the U.S. classified as IR2 or IR3 should complete the form I-864W instead of the I-864. It is strongly recommended that K1 and K3 applicants should submit the I-134 for the petitioner and joint sponsor. A copy of the Affidavit of Support is required for each travelling applicant.
- Petitioners and joint sponsors are encouraged to have their U.S. citizen or Legal Permanent Resident spouse (where applicable) complete an I-864A form in order to ensure all of their income can be counted towards supporting the visa applicant.
- Either the petitioner or joint sponsor (along with qualifying household members who have completed form I-864A) must earn enough income to meet poverty guidelines as specified on form I-864P. This form is available at [www.uscis.gov](http://www.uscis.gov).
- Certified copy of the **most recent** year of U.S. Federal Income Tax forms (**1040 and W-2**) or **tax transcript from the IRS. IRS screen prints are not acceptable.**
- Proof of legal status in the U. S. from all sponsor(s) and household members if their income is being used (a copy of the green card, naturalization certificate, or biographic page of US passport).

- If you have a joint sponsor, they should include a letter stating their relationship to you or your family and why they want to sponsor you

**Employment-based cases:** A recent letter from the prospective employer confirming the essential elements of the job offer.

8. Court and prison records, if applicable

## **IMPORTANT NOTES:**

### **FEES**

The application fee is U.S \$325.00 per person. If the petitioner has not paid the fees to NVC, the applicant must pay all applicable fees on the day of the appointment. The fee is non-refundable. Personal checks and credit union drafts are not acceptable. The fee may be paid in Guyana dollars or in U.S. dollars; only one currency may be used, not a combination of both. **If you do not pay the fees, you will not be interviewed and must wait for another appointment date.**

### **DOCUMENTS**

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

Originals and one photocopy of all required civil documents for applicant and petitioner (birth, marriage and death certificates) listed on your appointment instruction sheet must be shown to the consular officer, who can certify the photocopies. **If you do not bring photocopies, the originals will not be returned to you.**

Guyana birth and marriage certificates must have been issued no more than two years prior to the applicant's visa appointment. Failure to bring recently issued civil documents will delay your case. All cases require birth certificates for both the petitioner and the beneficiary. If you have not obtained recently issued civil documents you should bring your older documents with you.

Birth certificates alone do not establish biological relationships. You may wish to bring historical documents, such as, baptismal certificates, school records, photos, etc.

If the relative who filed the petition has become a U.S. citizen, bring a notarized copy of the naturalization certificate or official notification from the U.S. Department of Homeland Security (DHS) indicating that your relative is now a U.S. citizen.

### **FAMILY FIRST (F1) APPLICANTS WHO MAY BE ELIGIBLE FOR MARRIAGE**

This form is only applicable to the principal applicant (beneficiary) in F1 cases who are interested in getting married. Applicants who are interested in getting married are required to submit the completed form for a response prior to their immigrant visa appointment.

### **MARRIAGE BASED APPLICANTS: IR-1, CR-1 visa classes**

If you are a marriage based visa applicant, bringing your spouse (the petitioner) to your scheduled interview is likely to significantly shorten the amount of time needed to process your visa application. Therefore it is strongly recommended, but not required, that the petitioner attend the initial interview with you.

### **EVIDENCE OF ONGOING RELATIONSHIP**

Unfortunately, we have found that there is great deal of fraud involved in relationships which confer immigration benefits. Certain types of documentation may be helpful in the adjudication of these types of cases. **Please do not create evidence of your relationship solely to show the consular officer. Bring items that you have collected through the natural course of the relationship that convincingly shows you are in a relationship. Please do not include any lewd or pornographic pictures.**

### **Possible evidence of relationship:**

- Photos from you and your spouse taken before, during and after the marriage.
- Birth certificates of any children born to you and your spouse.
- Copy of passport pages from any trips your spouse has taken to visit you, along with the biographic page.
- Any other convincing documentation, which shows that you and your spouse have continued your relationship since your separation.
- Any other convincing documentation, which shows you and your spouse, have a joint residence and have formed an economic and material union. These may include but are not limited to, lease/mortgage held jointly, utility bills, evidence of joint accounts, etc.

Note: You are not required to bring all of these documents. Please bring whatever evidence you feel convincingly shows that you are in an ongoing relationship.

### **Relationship between parents and children:**

Generally these documents should cover years prior to and a few years after the birth of the person whose relationship is in question.

- Hospital Records
- Baptismal Certificates
- School Records
- Childhood Immunization Records
- Bank Statement or other financial records
- Court Reports
- Correspondence - cards and letters
- Photographs

If you do not have any of the evidence listed above, the consular officer may recommend DNA testing. DNA testing must be supervised by this office.

Recently executed deed polls, testimonials or other new documents will not be acceptable for this purpose.

Please submit original documents and not photocopies. These original documents will be returned to you after they are reviewed.

### **PROHIBITED ITEMS**

The following are not permitted inside the Consular Section

1. All battery operated or electronic gadgets such as mobile phones, digital diaries, digital watches, pagers, cameras, audio/video cassettes, portable music players ( iPods, CD players and walkmans) portable digital storage (floppies, USB drives and CDs) laptops, personal digital assistants (palmtops, treo and Blackberry).
2. All bags such as travel bags, back packs, briefcases, suitcases, leather, jute or cloth bags and zip folders.
3. Any food item.
4. Sealed envelopes or packages.
5. Cigarettes / cigars / match boxes / lighters.
6. Any sharp objects such as scissors, pen knives, nail files, nail clippers or razor blades
7. Weapons or explosive material of any kind.
8. Items such as perfumes, lipsticks, nail polish and cosmetic including facial powder.

The list provided above is not comprehensive. Other items may be prohibited based on security staff discretion.

Only a small lady's handbag and/or a plastic bag containing your application-related papers will be permitted.

***FAILURE TO COMPLY WITH THESE INSTRUCTIONS WILL DELAY YOUR VISA APPLICATION***