



AMERICAN EMBASSY IMMIGRANT VISA SECTION  
Piękna 12, 00-540 Warsaw  
Infoline: + 48 22 625-1042 between 2-4 pm  
E-mail: [publicwrw@state.gov](mailto:publicwrw@state.gov); <http://poland.usembassy.gov>

The enclosed information pertains to your interest in immigrating to the United States. Based on the notification that you have all the documents needed, we confirm that you are now eligible to schedule your formal visa interview. You can do this either online at [www.ustraveldocs.com](http://www.ustraveldocs.com) or call the Visa Information and Appointment Service at +48 22 307 1361 Monday through Friday from 8:00 a.m. to 8:00 p.m. in Poland or from the U.S. at (703) 988 7101 from 7:00 a.m. to 3:00 p.m. EST.

There are several steps that you have to follow. The first is the MRV fee payment which must be done in person at the Bank Pocztowy in Poland. The day after you have paid your application fee, your payment confirmation number will be eligible to schedule your fiancé visa appointment online or via the call center and choose the TNT courier service point of contact for your visa pick-up. Please print the confirmation of your TNT point of contact choice and bring it with you for the visa interview. All members of your family immigrating with you, except children under 14, must appear with you on the scheduled appointment date.

Please complete the attached DS-156 form (in 2 copies) together with DS-156K Supplement. Do not sign the form DS-156K.

**Bring all documents pertaining to your case with you on your appointment date.** You must present your original documents in this order when you appear for your visa interview.

1. Passport with at least 8 months' validity beyond the issuance date of the visa.
2. Original of the full birth certificate for each applicant.
3. Original of the full marriage certificate if applicable.
4. Termination of prior marriages (divorce decree, death certificate of the spouse, annulment of marriage), if applicable.
5. Two (2) photographs signed on back with the last and first name for each visa applicant.
6. Police certificate (valid for 1 year).
7. Court and prison records, if applicable (with a translation into English).
8. Military records – the original and a translation of any military record (for applicants from Belarus).
9. Affidavit of Support: signed I-134 Form accompanied by a bank statement and job letter (optional, but recommended).
10. Application forms for each applicant completed in English in block letters: DS-156 form (2 copies) and DS-156K Supplement
11. Proof of your relationship with your fiance (letters, telephone bills, photographs, airline tickets, etc.).
12. Results of the medical examination.

If an applicant is found ineligible for a visa, the visa application processing fee cannot be refunded or transferred.

## ADDITIONAL INFORMATION

**MEDICAL EXAMINATIONS:** All applicants, regardless of age, must undergo medical examinations by an Embassy-designated panel physician. Complete instructions for these examinations are contained in the attached instruction sheet. Maximum validity of medical examinations is one year with at least six months' validity required on the day of visa issuance. If the exam has less than 6 months' validity, the visa is limited to the life of the exam.

**PHOTOGRAPHS:** Each fiance visa applicant must submit two full-face photos with the name printed on the back. Photographs must be taken within the last six months. For more information on photo requirements, please check our website: <http://poland.usembassy.gov>

**TRANSLATIONS:** All documents not in English or in the official language of the country in which application for a visa is being made, must be translated into English by a certified translator.

**ORIGINALS:** If you wish to retain an original birth certificate and/or marriage certificate, you may submit a photocopy but you must bring the original for inspection by the consular officer. **We advise you to keep a duplicate copy of all documents submitted in connection with your visa application.** The Embassy does not keep copies of your documents that are included in the visa packet.

**FORMS:** If necessary, additional copies of DS-156 and 156K can be obtained from our website: <http://poland.usembassy.gov>

### **THE EMBASSY CANNOT GUARANTEE VISA ISSUANCE AHEAD OF TIME.**

No assurance can be given in advance that a visa will be issued. A consular officer can make a decision only after you have signed your formal application, been personally interviewed by that officer and your documents and the results of your medical examination reviewed. Should complications arise, you may have to deliver additional documents or return to the Embassy on another date. Applicants will pick up their visas at their chosen TNT courier location.

We advise you not to make any travel arrangements for departure from your country, not to dispose of your property or give up your job until the visa has been issued to you. A fiance visa is valid for up to six months from the date of issuance, unless otherwise limited. You must enter the United States within this six-month period.

### **VISA PROCESSING MUST OCCUR WITHIN ONE YEAR FROM THE DATE OF THE ATTACHED LETTER.**

Section 203(g) of the Immigration and Nationality Act requires that an intending immigrant pursue his/her visa application within one year from the date the Embassy informs him or her that all the necessary documents have been received. **If you fail to do so within one year from the date of the attached letter, your application and any visa petition approved for you will be cancelled.** In addition, petitions for K visas are valid for four months only. Beyond that, a consular officer must agree to extend the validity of the petition to continue with case processing.

### **ENCLOSURES**

1. Forms DS-156 and DS-156K Supplement.
2. Instructions for Medical Examinations.