



Immigrant / Fiancé(e) Visa Document Checklist

Applications processed by the Embassy in London -

You are required to obtain the original documents or certified copies, and one photocopy (with the exception of your passport and photographs) of the following documents for yourself and each family member applying for a visa. All documents are required even if they were previously submitted to the United States Citizenship and Immigration Services with your petition.

Applications processed by the National Visa Center (NVC) -

If you submitted your original documents to the NVC **prior to November 12, 2014**, you will not be required to obtain additional copies. You should check the list below to ensure that you have obtained all applicable documents. If any applicable documents were not submitted to the NVC, you should be prepared to present them at the time of your interview.

From November 12, 2014: Applicants are required to submit **copies** of their documents to NVC and bring the original document to the visa interview. The original Affidavit of Support, Form I-864 is still required by NVC and will be forwarded to the Immigrant Visa Unit with your file and available to the consular officer at the interview.

For each document (with the exception of your passport and photographs) please present the original document, one photocopy, and a certified translation for any documents in languages other than English.

- Passport:** The passport(s) must be valid for travel to the United States and must have at least eight (8) months of validity from the date the visa is issued.
- Birth Certificate:** An original or certified copy for each applicant. The date, place of birth, **and parent(s) name(s) must be shown on the birth certificate.**
- Adoption Certificate:** If applicable, obtain the original or a certified copy of your adoption certificate. The certificate must show date and place of adoption and the names of the adoptive parents. The certificate must be issued by a public authority.
- Marriage Certificate:** If you are/were married you must present an original or certified copy.
- Divorce/Death Certificate:** Applicants who have previously been married should be prepared to submit evidence of the termination of the marriage (i.e. divorce decree or death certificate). Original documents or certified copies are acceptable.
- Statutory Declaration/Change of Name Deed Poll:** If the name on your birth certificate differs from the name on your passport, and the change was not made through marriage, legal evidence of your name change is required.
- UK Police Certificate:** If you have resided in the United Kingdom for 6 months or more since the age of 16, you are required to obtain a police certificate from the ACPO Criminal Records Office (ACRO). Further information is available from their website at www.acro.police.uk.

If your UK police certificate indicates “No Live Trace,” or “Further Information Stepped Down” you will be expected to provide **complete** details of the offense(s) and disposition. If you do not recall the specific details, consider obtaining a Subject Access Report so that you can provide the Consular Officer with accurate information on the day of your interview. To obtain a Subject Access Report, visit http://www.acro.police.uk/subject_access.aspx.

Note: The police certificate must list all names and aliases by which you have ever been known, e.g. maiden name, alternative spellings of names used on legal documents etc. UK police certificates are valid for 12 months only. If your UK police certificate expires before the date of your visa interview, you must obtain a new one.

- Foreign Police Certificate:** A police certificate is required for all countries where you have lived for more than 12 months since the age of 16 and any country where you have been arrested, even if you were not resident there. U.S. police certificates are not required.

Police certificates from certain countries are unavailable or are obtained directly by this office. Check availability via the Department of State website, <http://travel.state.gov/content/visas/english/fees/reciprocity-by-country.html>. Fingerprints are required for certain countries. A list of UK police stations that can provide fingerprinting services is available from the Embassy website - http://photos.state.gov/libraries/unitedkingdom/39181/pdfs/UK_police_forces.pdf.

Foreign police certificates are valid indefinitely, unless the applicant has returned to reside in that country or has been arrested since the issuance of the certificate. Failure to present all necessary and valid police certificates at the time of the interview will incur significant delays to your application.

- Military Record:** A certified copy of any military record, if applicable and obtainable, is required.
- Photographs:** One (1) color photograph – 2 inches by 2 inches – is required. The photo must have been taken within the past six months.
- Affidavit of Support:** Form I-864, a contractual Affidavit of Support, must be submitted for most family-based immigrant visa applicants and employment-based applicants when a relative is the petitioner or has ownership interest in the petitioner's business. The I-864 is available from the USCIS website - <http://www.uscis.gov/i-864>. The form must be submitted at the time of the applicant's interview, along with the petitioner's most recent tax return and any other financial documents.

Widows/Widowers of U.S. Citizens are required to present form I-864W, available from the USCIS website - <http://www.uscis.gov/i-864w>.

Employment based visa applicants must show a recent letter from their employer confirming that the job offer upon which their application is based is still available to them. Qualified nurses must also present their Visa Screen Certificate.

All other applicants, including K-1 (fiancé/e) applicants must show evidence that they are not likely to become a public charge while in the United States. Use of the form I-134 is an efficient way to provide this information to the Consular Officer. Form I-134 is available from the USCIS website: <http://www.uscis.gov/i-134>.

When you have gathered the required documents, please return to the Embassy website, <http://london.usembassy.gov/iv/index.html>, for information about the next steps in your application.