



## Adjustment Preparation Checklist

- **\*Proof of Petitioner's Status:**
  - Permanent Residency Card
  - Birth Certificate (U.S.)
  - Naturalization Certificate
  - Passport (U.S.)
- **Applicant's Biographic Document:**
  - Birth Certificate
  - Consular ID
  - Passport
- **Evidence of Valid Marriage**
  - Marriage Certificate
  - Divorces and Death Certificates if either party has any previous marriages
- **\*Evidence that it's a REAL Relationship:**
  - **Pictures:** Wedding, Dating, Special Events, Holidays, Vacations, Pictures with both sides of the family, if you've ever baptized a child together.
  - **Birth Certificates of Children together**
  - **Evidence of Joint Property:** Home, Car Registration, Insurance Policies
  - **Evidence of Co-Mingling of funds:** Joint Bank Accounts, Joint Taxes, Statements from Joint Credit Cards
  - **Evidence of Cohabitation:** Rental Lease or Mortgage, Rent Receipts, Utility Bills together, Mail received to the same address, IDs with same address on them
- **Biographic Info Needed for form 325A (for Petitioner\* AND Beneficiary):**
  - Parents' Date of Birth, Place of Birth and Current Location (both sets of parents)
  - Address History for Last 5 years (for both petitioner and beneficiary)
  - Work History for the last 5 years: Include addresses of work places and your position with start and end month/year
- **Proof of Eligibility for Adjustment**
  - If 245i: \$1000 fine and Evidence of physical presence in the United States on December 21, 2000 (if newer petition)
  - If based on approved I-130: Approval Notice I-797
  - If based on Visa entry: Copy of passport, visa, and I-94 with entry date
  - If otherwise admitted:



# CORRALES

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- Notarized Declarations from people with knowledge (speak with attorney)
- **Medical Exam (Form I-693)- Ask for list of providers**
- **Affidavit of Support From both petitioner and co-sponsor (if needed):**
  - Petitioner's taxes for past 3 years
  - Petitioner's W-2 Forms for past 3 years
  - Recent Paystubs (past 2-3 months)
  - Letter from employer stating current employment (*not necessary but recommended*)
  - If co-sponsor: Proof of co-sponsor's status (i.e. naturalization certificate, birth certificate, etc)
- **Passport Photos:**
  - 2 Passport photos of applicant (no hats or headwear unless for religious reasons)
    - 8 passport pictures of Beneficiary if he/she would like to apply for work permit and advanced parole (no extra charge)
  - 2 Passport photo of petitioner
- **Birth Certificates of everyone included in the application**
- **All information and Reports of criminal history**
- **\$1225.00 Money order payable to 'US Department of Homeland Security', add \$535.00 Money Order to made to the U. S. Department of Homeland Security if adjustment and petition**

\*For cases in which petition and adjustment are filed concurrently

Each submission is unique, not all evidence applies in every case, please contact us with any questions or concerns.