

U.S. Department of Homeland Security

## **Checklist for Form I-130 (Immigrant Petition)**

**Petitioner** = US Citizen **Beneficiary** = Alien Relative All forms can be found: <a href="http://www.uscis.gov/forms">http://www.uscis.gov/forms</a>

## NOTE:

- U.S. citizen petitioners must come in person to submit all forms and supporting documents in the order listed below.
- All Supporting Documents must be originals (bearing an original seal, stamp or signature of the office of record), and one
  copy of the original documents should be submitted with the petition. Any original documents submitted upon USCIS'
  request will be returned.

Form I-130 (https://www/uscis.gov/i-130): You must file a separate Form I-130 for each beneficiary including child(ren).	
Form I-130A, for beneficiary spouse (https://www/uscis.gov/i-130).	
<b>Photograph:</b> ONE photograph of petitioner and of each beneficiary are required. A 5cm x 5 cm photo with a white to off-white background, taken within 30 days.	
<b>Proof of petitioner's U.S. citizenship</b> : An original birth certificate, original valid U.S. passport, original naturalization certificate, certificate of citizenship, or original consular report of birth are the only acceptable documents.	
<b>Proof of petitioner's residency in Japan</b> (https://www.uscis.gov/about-us/find-uscis-office/international-offices/south-korea-uscis-seoul-field-office).	
Marriage Certificate: Provide a marriage certificate from the jurisdiction where the marriage took place.	
<b>Proof of termination of prior marriage(s) for both petitioner and beneficiary</b> : Provide divorce decrees or death certificates, or certified court copies of the certificates showing termination of all prior marriages of petitioner and/or beneficiary.	
<b>Birth certificate of beneficiary and his/her children</b> : provide a birth certificate or Consular Report of Birth Abroad for children.	

Filing fee (https://www.uscis.gov/i-130): The filing fee can be paid by credit card or cash in U.S. currency at the Embassy (no personal checks are accepted). If you choose to file a petition at our outreach, please note that we only accept money order for the fee payment.
<b>Evidence:</b> At the time of filing, you must submit all required, initial evidence and supporting documentation listed on the form instruction. It is your responsiblity to prove that there is a family relationship between you and the beneficiary.

English translations of all foreign language documents are required. Any foreign language document must be accompanied by a full English translation that the translator has certified as complete and correct. The translator must certify that he/she is competent to translate the foreign language into English.
The certification format should include the certifier's name, signature, address, and date of certification. A suggested format is:
Certification by Translator
I [typed name], certify that I am fluent (conversant) in the English and languages, and that the above/attached document is an accurate translation of the document attached entitled
Signature
Date Typed Name Address

Contact Information			
Petition Inquiries	Visa Inquiries		
cis.seoul@uscis.dhs.gov	https://kr.usembassy.gov/visas/		