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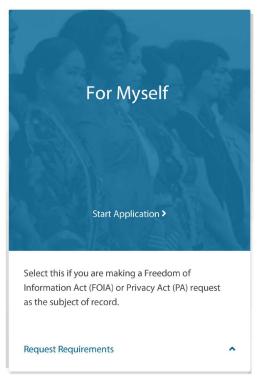
Resources \*

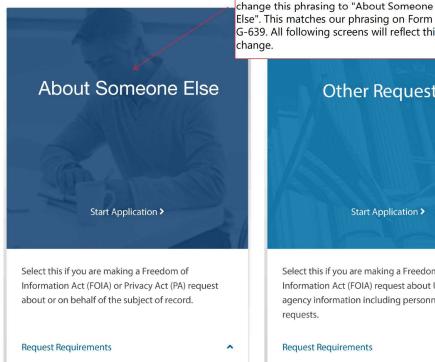
In response to public comment and to more closely match the proposed form, we will

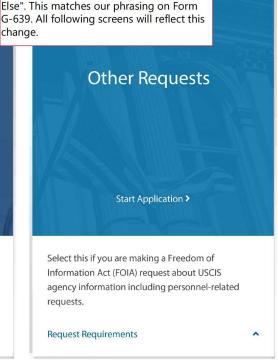
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### Submit a FOIA or PA Request

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#### Frequently Asked Questions

For more information about making a FOIA/PA request, please see our Frequently Asked Questions sheet.

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Step 1 of 5: Details about the Third-Party Requestor

1 2 3	5			
Representative Role to the Subject of Record?  What is the relationship of the subject of record to the third-party requestor?  I am an attorney or accredited representative, acting on behalf of the subject of record  I am requesting information about someone who is deceased  I am requesting information on behalf of my child or a minor for whom I am a legal guardian  Other (Explain):	In response to public comment, and in parity with the proposed Form G-639, we are making the nature of requests more clear while adding "other" as an option.  Responses here will determine the presence of other fields and screens.  For example, when a user selects "I am requesting information about someone who is deceased," we will not ask them to provide the subject of record's contact information on page nine of these example screens.			
If you are requesting information about a subject of record with whom you have no relationship:  I am requesting as a member of the media  Other (Explain):	Made the following text change:  "If you are requesting information or amendment or correction of recoabout a subject of record with whom you have no relationship:"			
Parent/Guardian Information If you are a parent/guardian requesting a minor child's records, you must submit the following:	Making a request on behalf of a child or a minor will add additional fields below to be completed by a parent or guardian requestor.  Otherwise, this section will not be shown.			
Family name (last name) *  Given name (first name) *	Middle name (if applicable)			
Country of Birth *				
When was the Parent/Guardian born?				
Month * Day Year *  V				
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U.S. Citizenship and Immigration Services

#### Request About Someone Else

Step 1 of 5 - Details About the Third-Party Requestor

1	2	3	4	5
rimary Request	er Information			
mily name (last name) *		Given name (first name) *	Middle name (i	f applicable)
hat is your mailing	address?			
Care Of Name (if any)				
ountry				
		•		
Idress line 1				
Street number and	Iname			
dress line 2				
Apartment, suite, I	unit or floor			
ty or town	State	ZIP Code		
		•		
ow can we cont				
te: Providing this inforn	ation is optional. However, to co	mplete this request electronically, you must prov	ide an email address or cellular p	none number.
obile telephone n	umber			
	one number			
1 ,				
aytime telephone	number			
This is the same as m	mobile telephone number.			
	one number			
+1 /				
nail				
admin				
dditional Perso	ns with Access to Rel	eased Records		
addition to a third-party	requestor, specified additional p	persons may be identified to view records release	sed by USCIS in response to this	request.
mily name (last name)		Given name (first name)	Email	
Add Name				
ck				Next >
urn to top				
oics Tools	Submit Request My Re	equests		
-187				
and Im	zenship migration		_	
Service:				Contact USCIS
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Allomicial	repaire of the <u>U.S. Departme</u>	in or nomerand Security		A TITLA C
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Step 2 of 5 - Specify the Nature of Your Request

	1 2 3	4
Selfyo	elect all types of record you are requesting - required ou request specific documents, USCIS will usually be able to process your request faster than if you a requ	uest a large set of records, such as an entire A-File.
	lect the types of records you are requesting, if applicable, from this list of commonly requested records:	
$\vee$	Apprehensions	
	Date of Apprehension	
	Birth certificate	
V	I-94	
	Date of Entry	
	Passport	
	Other Arrival/Departure documents into the U.S.	
	I-129, Petition for a Nonimmigrant Worker	
	I-90, Application to Replace Permanent Resident Card (Green Card)	
	I-130, Petition for Allen Relative	
	I-140, Immigrant Petition for Alien Workers	
	I-485, Application to Register Permanent Residence or Adjust Status	
	I-751, Petition to Remove Conditions on Residence	
	N-400, Application for Naturalization	
	Labor certification issued by the U.S. Department of Labor	
	Naturalization certificate	
	Proof of Lawful Permanent Resident (LPR) status	
	Record of removal from the U.S.	
$\checkmark$	Other	
Wh	nat files are you requesting? - required	
Ly	ype your response	di di
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## Request About Someone Else

Step 2 of 5 - Specify the Nature of Your Request

	1 3 4 5
	rocessing Information dicate if any of these circumstances apply to your request.
0	ote: If you select any of these circumstances, you will be asked to upload a certified, detailed statement regarding the basis of your request.
	Circumstances in which the lack of expedited treatment could reasonably be expected to pose an imminent threat to the life or physical safety of the individual.  An urgency to inform the public about an actual or alleged federal government activity, if made by a person primarily engaged in disseminating information.
	The loss of substantial due process rights.
	A matter of widespread and exceptional media interest in which there exists possible questions about the government's integrity which affect confidence.
)(	o you have upcoming Immigration Court proceedings?
	Yes No
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## Request About Someone Else

Step 3 of 5 - Details About the Subject of Record

	<b>O</b>		2		3		4			5	
Was Sub	ject of Rec	ord Issued a	n Alien Numbe	r?							
USCIS Issue	es Alien Registra	ation Numbers, o	therwise known as ar and Customs Enforce	"A-Number," to		are granted, c	ertain immigra	ation benefits	s. U.S. Custor	ms and	
Alien Regist	tration Number	(A-Number) (if a	ny)								
A-				?							
When w	as the Sub	ject of Rec	ord born?								
Month *		Day	Year *								
	~	~		~							
Country *	}	bject of Red		•							
		Record filed	a previous requ	est(s) with	USCIS?						
				•							
<b>C</b> Back											Next >
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ARTA ARTA	U.S. Citiz	zenship nigration									



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## Request About Someone Else

Step 3 of 5 - Details About the Subject of Record

	1		2	3	4 5
What is t	he full name o	of the Subject	t of Record?		
Family name	(last name) *		Given name (first name) *		Middle name (if applicable)
What oth	ner names hav	e been used	l by the Subject of Record	(if any)?	
Family name	(last name)		Given name (first name)		Middle name (if applicable)
	s the full name	e of the Subj	ect of Record at the time of Given name (first name)	of entry into the United	d States?  Middle name (if applicable)
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Step 3 of 5 - Details About the Subject of Record

1	2	3	4 5	
Parents' Names for the Subject	of Record			
What is the Subject of Record father's na	ame? - required			
Family name (last name) *	Given name (first name	) <b>*</b>	Middle name (if applicable)	
Father's name is unknown				
What is the Subject of Record mother's	name? - required			
Family name (last name) *	Given name (first name	) *	Middle name (if applicable)	
Mother's name is unknown				
Information About Family Members For example, provide the requested information for the remaining state of the requested information (last name)  + Add Name	pers that May Appear on Request formation about a spouse or children.  Given name (first name)	Middle name (if applicabl	ded in response to 30-Day	•
<ul> <li>Their consent for us to release their in</li> <li>Proof they are deceased, with a deatle</li> </ul>	entioned in records we release, we redacenformation, either in a notarized document certificate, obituary, photograph of a full his is not required if they were born more see from folder ges and 10MB	ent, or a document signed un ineral memorial or monumer	der penalty of perjury, or nt; or screen print from the Social Security Death	Index;
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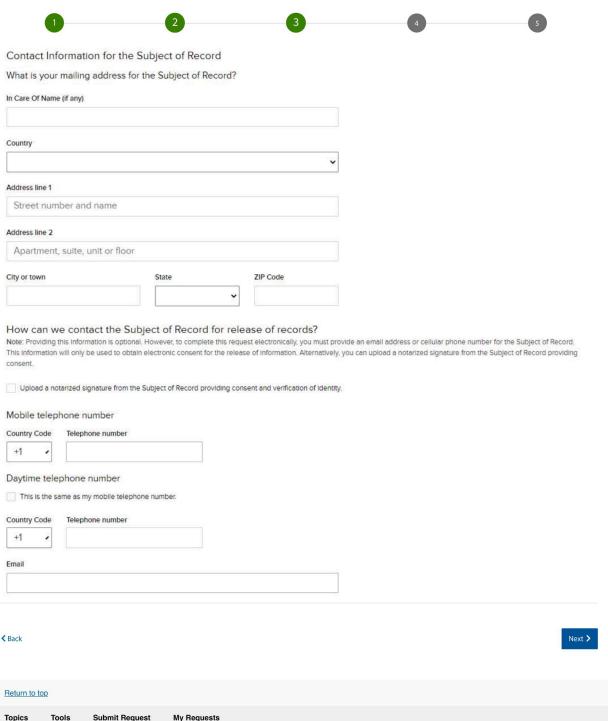
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U.S. Citizenship and Immigration



Step 3 of 5 - Details About the Subject of Record





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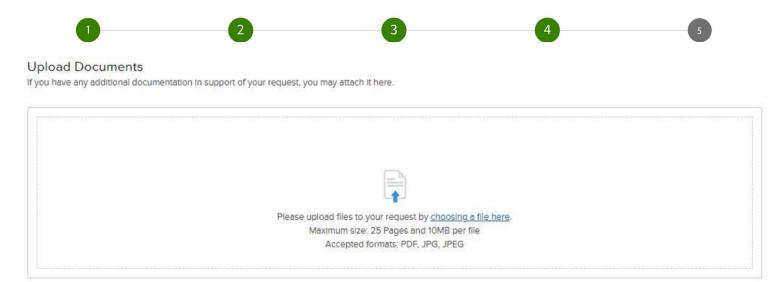
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## Request About Someone Else

Step 4 of 5 - Upload Supporting Information



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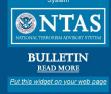
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Step 5 of 5 - Review and Sign

