



IMMIGRANT CONNECTION

[USCIS Address]

[Mailing Date]

RE: I-485 - Application for Adjustment of Status
Applicant: First Name LAST NAME [A# 000 000 000]

Dear USCIS Officer:

I represent First Name LAST NAME (G-28 attached) in [their] Adjustment of Status filing packet. [Their] filing packet includes the following forms: I-485 (Application to Register Permanent Residence or Adjust Status), I-765 (Application for Employment Authorization). Enclosed, please find the following:

1. Money Order for \$1,225
2. Two passport style photos for Firstname LASTNAME
3. Completed I-485 Application to Register Permanent Residence or Adjust Status
 - a. Copy of Birth Certificate with English translation for Firstname LASTNAME
 - b. Copy of Marriage Certificate with English translation for Firstname LASTNAME
 - c. Copy of Police Certificate with English translation for Firstname LASTNAME
 - d. Copy of most recent I-94 for Firstname LASTNAME
 - e. Copy of current Passport for Firstname LASTNAME
 - f. Copy of Visitor visa for Firstname LASTNAME
 - g. Proof of Presence
 - i. Copy of bills, hospital visits, etc.
4. Completed I-765 Application for Employment Authorization

If you have questions, please contact me at [email] or [office phone number]. Thank you for your time and attention to this matter.

Sincerely,

[Name of DOJ Rep]
DOJ Accredited Representative
IC Site