

CHECKLIST TO PREPARE FAMILY-BASED I-485 APPLICATION

Applying for a green card requires you to prepare an extensive application (Form I-485, Application to Register Permanent Residence or Adjust Status) with numerous questions. This checklist can help you gather important information before you start.

CitizenPath's affordable, online service makes the entire process easy. While preparing your application on CitizenPath, you'll also have the opportunity to save your progress at any point. Then, you can resume the application once you're ready. *Before you begin Form I-485, it's helpful to have the following information:*

A-NUMBER

If you were issued an alien registration number (**A-number**), you'll need to use it on the application. Most non-immigrant visitors to the United States will not have an A-number. However, individuals in F-1, K-1 or DACA will have the 9-digit number on the visa or other documentation.

TRAVEL DOCUMENT DETAILS

For most people, your **travel document** is the passport you used to enter the United States. You'll need that passport or a photocopy of the page that lists the number, expiration date, and country that issued the document. If you entered on a U.S. visa, this number should also be listed on the passport.

I-94 ARRIVAL/DEPARTURE RECORD

The U.S. government issues most visitors an **I-94 Arrival/Departure Record** upon entry. You can obtain this I-94 record by going to the **CBP I-94 Website**. If you are unable to find an electronic I-94, CitizenPath has additional guidance to help you through this process. You'll need several items from this record. Plus, you'll need a printed copy to submit with your application.

RECEIPT NUMBER

If your U.S. petitioner already submitted a visa petition (such as Form I-130 or I-129F), you'll need the **receipt number** and priority date. You'll find this on the receipt letter or approval notice (Form I-797 Notice of Action).

ADDRESS HISTORY

The applicant must list the most recent 5 years of **address history**. That means you must record any place you've lived over the past 5-year period. There is no need to list places you've visited temporarily.

EMPLOYMENT HISTORY

It's also necessary to list the most recent 5 years of **employment history**. This does not mean you need 5 years of work experience. It is simply a requirement to list any employer that you've had over the past 5-year period.

MARRIAGE AND DIVORCE DETAILS

If you are eligible for a green card through a spouse, it's essential to prove you have a valid marriage. In addition to the marriage date on your current **marriage certificate**, you'll need to show that previous marriages (if applicable) have been terminated. Most importantly, you'll need the date from the **divorce decree or death certificate** that proves a previous marriage was terminated.

ANY AND ALL ORGANIZATIONS YOU'VE BEEN INVOLVED IN

Have you ever been a member of a religious organization or service in the military? In fact, you must list your **involvement with any organization, association, fund, foundation, party, club, society or similar group** in the U.S. or other location in the world.

*For any of the documents mentioned above, you'll generally need to submit these as hardcopy supporting documents with your application. Of course, there are numerous supporting documents (and additional forms) in a typical adjustment of status package. **CitizenPath's** service will give you a personalized directions based on your answers to the application questions.*

*If you would like to get started with **CitizenPath**, proceed to <https://citizenpath.com/i-485/>*

Our service is free to get started. See if you like it. You don't have to purchase the service until you reach the end and are ready to finalize. It's also backed up with live support Monday through Friday. Give us a call at 1-888-777-9102 if you have questions before getting started.