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K1 visa cover letter example

K1 visa conditions. K1 visa application example. K1 visa example. How to write a visa cover letter.

Written by Jonathan Petts. Updated May 17, 2023You'll need to file Form I-129F: Petition for Alien Fiancé if you are a U.S. citizen who wants your foreign partner to receive a K-1 visa. Though it's not required, writing a cover letter to supplement this form can be helpful for USCIS. A cover letter is a document that outlines your application contents and addresses any unusual circumstances you'd like to flag for your application readers. A cover letter can give your USCIS officer a useful overview of you and your partner's case. You can also use your cover letter as a personal checklist to make sure you've included all necessary documents in your package. Is a Cover Letter Required for My Form I-129F Application? USCIS does not require a cover letter for your Form I-129F petition package. However, it's often beneficial for applicants to include cover letters. A cover letter can help your USCIS officer better understand and evaluate your overall application. If there is anything unclear about you and your foreign fiancé's relationship, a cover letter gives you the opportunity to address these concerns upfront. Remember that USCIS only wants to distribute K-1 visas to couples in genuine relationships. If there is anything unusual about how your relationship started or progressed, you may wish to address it with a disclaimer in your cover letter. If you call attention to any unusual circumstances in your cover letter, you'll be able to explain your side of the story in greater detail. By giving USCIS greater clarity on your case, you can make it easier for the USCIS officer to process your application. You should begin your Form I-129F cover letter with a heading and greeting. Your heading should provide USCIS officials with your mailing address, your name, and your foreign partner's name. Your introduction should then explain your reasons for writing this cover letter. Use your introduction to give USCIS a basic overview of your relationship and tell them you are seeking a K-1 visa for your fiancé. USCIS will find it most helpful if you include the following information in your cover letter: Your contact information The USCIS address to which you're sending this letter Your full name as the petitioner Your fiancé's full name as the beneficiary A note stating which form and visa you are filing an application for A list of all the supporting documents you've included in your package, in bullet points You must include evidence of your U.S. citizenship, such as your birth certificate, copy of your naturalization certificate, Form FS-240, an unexpired U.S. passport, or an original statement from a U.S. consular officer verifying that you are a citizen with a valid passport. You'll also need evidence that you and your fiancé have legally terminated any previous marriages. For example, you may need to include divorce decrees, annulment orders, or a former spouse's death certificate. You'll need one color passport-style photograph of your fiancé taken within 30 days of filing. If you or your fiancé have ever changed your name, you'll need to provide evidence of this legal name change. You'll need evidence that you and your fiancé intend to marry within 90 days of their admission into the United States. Finally, you'll also need evidence that you and your fiancé have met in person within two years of filing for this visa. Alternatively, you may submit evidence that an in-person meeting would cause extreme hardship or violate strict traditions of your fiancé's foreign culture. Your signature and the date. Lastly, you should thank USCIS for their time and conclude your letter. Remember that this cover letter should be the first part of your application package that USCIS sees. 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[Petitioner's Street Address] [Petitioner's City, State ZIP code] [Date] USCIS [Relevant USCIS mailing address] RE: [Marriage Green Card Application] [Beneficiary] [Immigrant's Full Name] [Petitioner: [Citizen/Green Card Holder's Full Name] To Whom It May Concern: Enclosed, please find my [K-1 Fiance Visa Application] for [Immigrant's Full Name], the beneficiary, and [Petitioner's Full Name], the petitioner and [U.S. citizen/Green Card Holder fiancé] of the beneficiary. The following documents accompany and support this application: Filing Fee Payments [Check or Money Order] in the amount of [Current Fee Amount] for Form I-129F or Form G-1450 authorizing payment of the filing fees for all included forms (credit card charge authorization if you completed one) [OPTIONAL Form G-1145 (e-notice authorization if you requested them in our system)] [Petitioner's Form I-129F [List of supporting documents]] If you have any questions or concerns, please call me at [Phone Number]. Thank you very much for your prompt consideration of my [K-1 Fiance Visa Application]. Sincerely, [Petitioner's Full Name] [Petitioner's Signature] [Signature Date] Be sure to write your letter clearly and concisely.

RapidVisa.com Sample

Visa Information

If you have specific questions about a case, please contact the NVC. The preferred method of communication is e-mail.

E-mail The NVC's e-mail address is arv inquiry@state.gov. In order to ensure a prompt response:

- Enter your case number in the Subject Line of the e-mail.
- Include the applicant's name and date of birth, and the petitioner's name and date of birth in the body of the e-mail.
- If the petition is employment-based, include the company/organization name.
- Ask about only one case per e-mail.

24 Hour Information An automated recorded message system is available 24 hours a day, 7 days a week to answer case status inquiries (603-334-0700).

Customer Service Customer Service Representatives are available to respond to inquiries Monday through Friday from 7:30 AM to 12:00AM Eastern Standard Time (EST) (603-334-0700).

Postal Mail National Visa Center
Attn: WC
31 Rochester Avenue, Suite 200
Portsmouth, NH 03801-2909

When contacting the National Visa Center about an immigrant visa case, always include the following information:

RapidVisa.com Sample

Name of Principal Applicant
Principal Applicant's Date of Birth
Name of Petitioner
Petitioner's Date of Birth
Case Number

Please Note: If a period of one year passes without communication to the NVC, all submitted fees and documents expire and must be resubmitted to resume the immigration process.

RapidVisa.com
Sample

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June 11, 2019

United States Customs and Immigration Service (USCIS)
FBAS
131 South Dearborn-3rd Floor
Chicago, IL 60603-5517

RE: Concurrent Filing of Forms I-130, I-485, and I-765.

Petitioner: [REDACTED]
Beneficiary: [REDACTED]

To Whom It May Concern:

Kindly find enclosed the following forms, payment and supporting documents. The packet contains the following:

- (1) Two Filing Fee Payment Check: \$535.00 (I-130 application fee) and \$1,225.00 (I-485 application fee and biometrics service fee).
- (2) I-130 Petition for Alien Relative with supporting documents.
- (3) I-485 Application for Adjustment of Status with supporting documents.
- (4) I-765 Application for Employment Authorization with supporting documents.
- (5) I-131 Application for Travel Document with supporting documents.

Should you have any questions or concerns regarding this adjustment application packet please don't hesitate to contact us through [REDACTED]. Thank you for your consideration of the above applications.

Yours Truly,

Brandon [REDACTED]
SSN [REDACTED]

Joselle [REDACTED]
A [REDACTED]

[REDACTED] <-- Address

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[Petitioner's Street Address] [Petitioner's City, State ZIP code] [Date] USCIS [Relevant USCIS mailing address] RE: [Marriage Green Card Application] [Beneficiary] [Immigrant's Full Name] [Petitioner: [Citizen/Green Card Holder's Full Name] To Whom It May Concern: Enclosed, please find my [K-1 Fiance Visa Application] for [Immigrant's Full Name], the beneficiary, and [Petitioner's Full Name], the petitioner and [U.S. citizen/Green Card Holder fiancé] of the beneficiary. The following documents accompany and support this application: Filing Fee Payments [Check or Money Order] in the amount of [Current Fee Amount] for Form I-129F or Form G-1450 authorizing payment of the filing fees for all included forms (credit card charge authorization if you completed one) [OPTIONAL Form G-1145 (e-notice authorization if you requested them in our system)] [Petitioner's Form I-129F [List of supporting documents]] If you have any questions or concerns, please call me at [Phone Number]. Thank you very much for your prompt consideration of my [K-1 Fiance Visa Application]. Sincerely, [Petitioner's Full Name] [Petitioner's Signature] [Signature Date] Be sure to write your letter clearly and concisely. Remember that your cover letter is only a summary of your application contents, so you won't need to write too many details in this letter. You should also use bullet points when listing your included application materials. Using bullet points will help your USCIS officer more easily understand your application throughout the visa process. Within your letter, you'll want to mention that the documents you've provided throughout your package are accurate and unaltered original documents or photocopies.

Dear _____,
This office is pleased to advise you that it has begun to process your Form I-129F. Please read and follow all of the instructions contained on this cover letter.
When communicating with this office either by telephone or letter, please provide your name and case number exactly as shown in this letter.

(ADDRESS)

Case Number:
Date: 02/01/2014

Working Application:
Date: 02/01/2014

File: FIANCER [K-1] INTRODUCTION

[YOUR NAME]
[YOUR ADDRESS]

United States Department of Homeland Security
U.S. Citizenship and Immigration Services
[ADDRESS]

[DATE]

Nature of the submission: I-129F ORIGINAL SUBMISSION

To Whom It May Concern:

Please find enclosed my Form I-129F, Petition for K-1 Fiancé(e) Visa for [NAME OF BENEFICIARY], along with all supporting documents, including the following:

- Check/money order for \$[PAYMENT AMOUNT].
- I-129F form
- I-129F Supplement: Part 2, Question 34.a, explanation of meeting in person [IF YOU USED ADDITIONAL SHEET]
- G-325A and passport style photo (YOURS)
- G-325A and passport style photo (YOUR BENEFICIARY)
- Birth certificate/US Passport (YOURS)
- Letter certifying intent to marry
- Proof of having met in person within the past two years
- Proof of ongoing relationship [IF YOU ARE INCLUDING]

Copies of submitted documents are exact photocopies of unaltered documents and I understand that I may be asked to submit the original documents to an Immigration or Consular officer at a later date.

Signed,

[YOUR SIGNATURE]

[Print Your Name]

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[Print]
United States Department of Homeland Security
U.S. Citizenship and Immigration Services
2025 South State Highway 121
Business Suite 400
Lewisville, TX 75067
File I-129F Petition for Alien Fiancé(e) Visa
Beneficiary (Print Beneficiary's name)
Dear Sir or Madam:
Please find enclosed Form I-129F, Petition for Alien Fiancé(e) Visa, along with all the following supporting documents for your review:
- Filing fee check in the amount of \$535 (Subject to 50 USC 1522(a)(5))
- Form I-129F Petition for Alien Fiancé(e)
- Form G-325A and passport style photo of me
- Form G-325A and passport style photo of the beneficiary
- Proof of our relationship and the fulfillment of our intent to marry within two years
- Letter of intent to marry between petitioner and beneficiary
If you have any questions, please contact me at my workstation. Thank you for your consideration.
Sincerely,

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