



CHECKLIST FOR MEMBERS OF THE U.S. ARMED FORCES Petition for Alien Relative (Form I-130) filed for a spouse

Preparing the Form I-130

- All sections of the Form I-130 have been completed to the best of your ability. (Printed Legibly or Typed) *Note: If a section is not applicable, write "not applicable" or "N/A"*
- Mailing address in Part 2 10a and 12a. **Suggest using your local German address. APO/DPO mail is routed through the United States and delivery takes considerably longer.*
- Dates are listed in Month/Day/Year format. (**Example:** May 21, 1991, 5/21/1991)
- Petitioner has signed and dated Part 6, 6a.
- Section 62c on page 8 must be completed and list where your relative will apply for the immigrant visa.

Supplemental Information for Spouse Beneficiary (Form I-130A)

- Beneficiary has completed all blocks and signed the form. (*Note: If a section is not applicable, write "not applicable" or "N/A"*)

Supporting Documentation

Note: Submit photocopies of the requested documents. Original documents will not be returned and may remain a part of the record.

- Passport-style color photographs* of the petitioner and the beneficiary (taken within 30 days). Lightly print name on back of each photograph using felt pen/pencil.
- Proof of petitioner's U.S. Citizenship in the form of a valid *U.S. Passport; Birth Certificate; or Naturalization Certificate.*
- U.S. military orders* as proof of petitioner's residence in Germany.
- Marriage Certificate* registered/issued by a competent authority.
- Evidence of a *bona fide marital relationship* with the beneficiary such as shared residence, finances, and familial experiences. (**Examples:** bank accounts, spouse as a dependent on military documents, apartment leases, birth certificates of children born to the relationship, bills, and health/life insurance designations.)
- English translations of all foreign language documents submitted.** Translations do not have to be certified, but translator must verify competency to translate from the foreign to English language and the translation is complete/accurate.

Additional Supporting Documentation - If Applicable:

- Divorce Certificate(s)* (Absolute or Final) or *Death Certificate(s)* as proof of the legal termination of all previous marriages for petitioner and beneficiary. (**Note:** *All pages of the divorce or death certificate must be submitted. Ensure final divorce judgment has been entered with the court.*)
- Legally valid *Record of Name Change* if either party used another name on any relevant identification documents.
- If a *Proxy Marriage Certificate* is submitted, evidence of the petitioner and beneficiary being physically present in the same place at the same time after the marriage. (**Examples:** hotel receipts with both names, passport stamps, date-stamped photographs, and signed/sworn affidavits from people with knowledge of the marriage.)
- Notice of Entry of Appearance as Attorney or Representative (Form G-28)*

Filing Fee of \$535

(Cash, Credit Cards, Personal Checks, Travelers Checks, and Debit Cards ARE NOT accepted.)

- U.S. Cashier's Check, U.S. Dollar Money Order, or International Bank Draft in U.S. Dollars made payable to: U.S. Department Homeland Security. (Print name and address on reverse side of check)
- Include a *self-addressed stamped envelope* with the Form I-130.

Where to File

- Mail petition to USCIS, Giessener Str. 30, 60435 Frankfurt, or use DPO address: U.S. Department of State, USCIS Box 1800, 7900 Frankfurt Place, Washington, DC 20521-7900 ***Please note that items mailed with APO/DPO take considerably longer to be delivered.**

NOTE: The Form I-130 will be rejected if Part 6, 6A is not signed, incorrect payment is received, or petitioner does not meet the Germany residence requirement. Processing delays will occur if all required evidence is not submitted.

The checklist and all information on how to file can be found at:

<https://de.usembassy.gov/visas/uscis-frankfurt/>