I-601 checklist

(Note, Intending Immigrant is “FN), Qualifying Relative is “QR”. There may be more than one QR, for example, if the FN has both a parent who is USC or LPR and a spouse who is USC or LPR. If using a parent as QR it is best if parent is living with FN and dependent upon FN.

1. Attorney and LA hold brainstorming session with client and QR.
2. Attorney completes Memo to psychologist/psychotherapist.
3. QR schedules appointment with psychologist/psychotherapist.
4. Client/QR gathers the following financial information:
	1. Most recent year’s income tax return. If QR is spouse, the return needs to show “married”. We need to prove that the Immigrant is contributing financially to the household, if possible. The tax return is very important for this, and may need to be amended if not done correctly.
	2. Recent paystubs for the most recent month of income for QR and for FN.
	3. Copies of all bills paid by QR in the average month. Begin with the most recent month, and let us know if there is anything unusual about your bills for the month. We want to know EVERYTHING you pay for each month on the average. Even if you put a certain amount in savings, we want to know that. Your income and your expenses should equalize.
5. LA will prepare a financial affidavit with you for you to sign which explains your financial information.
	1. QR prepares a hardship letter explaining the hardship you will undergo if your FN is required to leave the US for 10 years. See QR checklist.
6. The FN needs to write a letter explaining how hard it would be for the QR (and any children or other accompanying family members) to live with you in your home country. It is especially helpful to document if there have been any dangerous situations involving family members or others living in the neighborhood where you would have to live, threats or criminal acts against any family members or FN.
7. Get letters from any family members where FN would have to live in home country concerning danger there.
8. Get letters of support from people who can state the FN is helpful to others in the community, for example, any volunteer work done, and church service work, any people FN helps, letter from employer regarding what a good worker FN is. (See letter of support outline.)
9. Get birth certificates, copies of LPR cards, certificates of citizenship of all family members, including parents, children, spouse, grandparents, aunts, uncles, siblings.
10. Get medical records of any children, spouse, or parent with medical issues.
11. Marriage certificate with spouse.
12. Death certificates of any close family members.
13. A few photos of FN and QR and any kids and other immediate family.
14. A few photos showing the living conditions in your home in the US and a few photos showing what the home would be like in the FN country.
15. Any news articles on violence in the area where the FN would have to live.
16. Check DOS Country Report to see if useful, check for travel warnings.