

DRAFT - Not For Production

Instructions for I-90, Application to Replace Permanent Resident Card

What Is the Purpose of This Form?

This form is used by permanent residents to apply for a replacement or renewal of their existing Permanent Resident Cards.

This form may also be used by conditional permanent residents to apply for a replacement of an existing Permanent Resident Card; however, conditional permanent residents must not use this form to apply for an extension of their status (see **NOTE** below).

NOTE: Conditional permanent residents who obtained such status through marriage or entrepreneurship and wish to petition to remove the conditions on their residence must not use Form I-90. To remove these conditions, follow these instructions:

1. If you became a conditional resident through marriage to a U.S. citizen or permanent resident, file Form I-751, Petition to Remove Conditions on Residence; or
2. If you became a conditional resident based on a financial investment in a U.S. business, file Form I-829, Petition by Entrepreneur to Remove Conditions.

General Instructions

Answer all questions on this form by typing or clearly printing in black ink. If an answer is "none," write "NONE."

Each application must be properly signed and accompanied by the appropriate fee. (See "**What is the Filing Fee?**" on Page 5 of these instructions.) A photocopy of a signed application is not acceptable.

If you are under 14 years of age, your parent or guardian may sign the application on your behalf.

Evidence. You must submit all required initial evidence along with all the supporting documentation with your application at the time of filing. If you are electronically filing this application, you must follow the instructions provided on the USCIS Web site, www.uscis.gov.

Biometrics Appointment. After receiving your application and ensuring completeness, USCIS will inform you in writing when to go to your local USCIS Application Support Center (ASC) for your biometrics appointment. Failure to attend the biometrics appointment may result in denial of your application.

Copies. Unless specifically required that an original document be filed with an application or petition, an ordinary legible photocopy may be submitted. Original documents submitted when not required will remain a part of the record.

Translations. Any document containing foreign language submitted to USCIS must be accompanied by a full English language translation which the translator has certified as complete and accurate, and by the translator's certification that he or she is competent to translate from the foreign language into English.

How Do I Complete Form I-90?

Provide all information requested by typing or clearly printing in black ink.

Part 1. Information About You

1. **Your Current Legal Name** - List your full and complete current legal name.
2. **Has your name legally changed since the issuance of your Permanent Resident Card?** - Check the appropriate box.

If your name has changed since the issuance of your Permanent Resident Card, proceed to the next question. Submit a copy of your original marriage certificate, birth certificate, adoption decree, passport, or applicable court documents reflecting your correct name or biographical data. A legal name change document submitted as evidence of name change must have been registered with the proper civil authority.

If your name has not changed since the issuance of your Permanent Resident Card, skip the next question. If you never previously received your Permanent Resident Card, skip the next question.

3. **Your name exactly as reflected on your Permanent Resident Card** - List your full and complete name as it appears exactly on your Permanent Resident Card, if your name has changed since the issuance of your Permanent Resident Card.
4. **U.S. Mailing Address** - List your complete U.S. mailing address. You may list a valid residence, APO, C/O, or commercial address in the United States.

If your mailing address is Puerto Rico and it contains an urbanization name, list the urbanization name in the C/O line.

5. **U.S. Residence Address** - List your U.S. residence address if this address is different from your U.S. mailing address. You must list a valid home address in the United States.
6. **Gender** - Check the appropriate box.
7. **Date of Birth** - List the date on which you were born in mm/dd/yyyy format.
8. **Country of Birth** - List the country in which you were born.
9. **City/Town/Village of Birth** - List the city, town, or village in which you were born.
10. **Social Security Number** - List your 9-digit U.S. Social Security Number.
11. **A-Number** - List your 8-digit or 9-digit Alien Registration Number.
12. **Class of Admission** - List the three letter code for the immigrant category under which you were granted permanent resident or conditional permanent resident status. This code can be found on your card, and it is typically one or two letters followed by a number.
13. **Date of Admission** - List the date on which you were granted permanent resident or conditional permanent resident status in mm/dd/yyyy format.

Part 2. Application Type

1. **My status is** - Check only **one** box that pertains to your current immigration status.
2. **Reason for application** - Check only **one** box in either **Section A** or **Section B** based on the section that is applicable to you. Thoroughly read the instructions below before selecting the appropriate box in either **Section A** or **Section B**.

Section A

This section is only applicable to permanent residents or permanent residents in commuter status. This section must **not** be used by conditional permanent residents, who must complete **Section B**.

- A. **My previous card was lost, stolen, or destroyed** - Check this reason if your card was lost, stolen, or destroyed. Submit a copy of your Permanent Resident Card or a government-issued form of identification that contains your name, date of birth, photograph, and signature; e.g., passport, driver's license, or military identification document. You must include the **application fee and biometric fee** with this application if filing using reason "A."

- B. **My previous card was issued but never received** - Check this reason if you never received your card. Submit a copy of the latest Form I-797, Notice of Action, for Form I-485, Form I-751, Form I-829, or Form I-90 that should have resulted in issuance of your Permanent Resident Card. You must also submit a copy of a government-issued form of identification that contains your name, date of birth, photograph, and signature; e.g., passport, driver's license, military identification document. **No application fee and no biometric fee are required** if filing using reason "B."

NOTE: This reason for filing does **not** apply if the card was mailed to you at the address you provided, and it was never returned as undeliverable to USCIS. To determine if your card was returned to USCIS, call the National Customer Service Center at **1-800-375-5283** or visit **www.uscis.gov** and check your case status online. If the card was not returned as undeliverable to USCIS, then you must file Form I-90 using reason "A" (My previous card has been lost, stolen, or destroyed).

- C. **My existing card has been mutilated** - Check this reason if your card is mutilated or partially destroyed. Submit a copy of your Permanent Resident Card or a government-issued form of identification that contains your name, date of birth, photograph, and signature; e.g., passport, driver's license, or military identification document. You must include the **application fee and biometric fee** with this application if filing using reason "C."

- D. **My existing card has incorrect data because of USCIS error** - Check this reason if your card has incorrect data, and the error was caused by USCIS. Attach the original Permanent Resident Card issued with the incorrect data. A copy of the card is not acceptable in this case. Failure to submit the original Permanent Resident Card will result in the rejection of Form I-90. Submit a copy of your original marriage certificate, birth certificate, adoption decree, passport, or applicable court documents reflecting your correct name or biographical data. A legal name change document submitted as evidence of name change must have been registered with the proper civil authority. **No application fee and no biometric fee are required** if filing using reason "D."

NOTE: If the error was **not** caused by USCIS, this reason for filing does not apply; instead, you must file using reason "E" (My name or other biographic information has been legally changed since issuance of my existing card).

E. My name or other biographic information has legally changed since issuance of my existing card - Check this reason if your biographical information has changed since the issuance of your card. You may also select this reason if your card has incorrect data and the error was **not** caused by USCIS. Submit a copy of your original marriage certificate, birth certificate, adoption decree, passport, or applicable court documents ordering a legal name, etc. Marriage certificate or court documents submitted as evidence of name change must have been registered with the proper civil authority. You must include the **application fee and biometric fee** with this application if filing using reason "E."

F. My existing card will expire in six months or already has expired - Check this reason if your card will be expiring in the next six months or if your card has already expired. If you file using this reason, and your existing card will **not** expire within six months, your application will be rejected. Submit a copy of your expired/expiring Permanent Resident Card. You must include the **application fee and biometric Fee** with this application if filing using reason "F."

G1. I have reached my 14th birthday, and my existing card will not expire before my 16th birthday - Check this reason if you have reached your 14th birthday, and your current card will expire **after** your 16th birthday. When filing Form I-90 using this reason, submit a copy of your current Permanent Resident Card. You must include the **biometric fee only** with this application if filing using reason "G1." **No application fee is required.**

You may select this reason **only** if your current card was issued prior to your 14th birthday, and you are now filing this application for registration purposes. Registration and fingerprinting are required within 30 days after a child reaches 14 years of age. After reaching 14 years of age, a legal permanent resident must register and submit Form I-90.

If your existing card will expire **before** your 16th birthday, you cannot file Form I-90 using this reason; instead, you must file using reason "G2" (I have reached my 14th birthday, and my existing card will expire before my 16th birthday).

NOTE: If your card has expired, you cannot file Form I-90 using this reason. You must file using reason "F" (My existing card will expire in six months or has already expired).

G2. I have reached my 14th birthday, and my existing card will expire before my 16th birthday - Check this reason if you have reached your 14th birthday, and your current card will expire **before** your 16th birthday. When filing Form I-90 using this reason, submit a copy of your current Permanent Resident Card. You must include the **application fee and biometric fee** with this application if filing using reason "G2."

You may select this reason **only** if your current card was issued prior to your 14th birthday and you are now filing this application for registration purposes. Registration and fingerprinting are required within 30 days after a child reaches 14 years of age. After reaching 14 years of age, a legal permanent resident must register and submit Form I-90.

If your existing card will expire **after** your 16th birthday, you cannot file Form I-90 using this reason; instead, you must file using reason "G1" (I have reached by 14th birthday and my existing card will **not** expire before my 16th birthday).

NOTE: If your card has expired, you cannot file Form I-90 using this reason. You must file using reason "F" (My existing card will expire in six months or has already expired).

H1. I am a permanent resident who is taking up commuter status - Check this reason if you are currently a permanent resident and are taking up commuter status. Only lawful permanent resident aliens who are employed in the United States are eligible for commuter status. Submit evidence of your employment in the United States dated within the last six months. Evidence may consist of employment pay stubs and/or letter from your employer on the employer's letterhead containing the address and phone number of the employer. You must also include the name of the U.S. port of entry if using this reason, so that your card can be sent to that U.S. port of entry. You can pick up your card directly from that U.S. port of entry. You must include the **application fee and biometric fee** with this application if filing using reason "H1."

H2. I am a commuter who is taking up actual residence in the United States - Check this reason if you are currently on commuter status and are taking up permanent resident status. Submit evidence of U.S. residence. Evidence may consist of a copy of a lease agreement, deed, or utility bills dated within the last six months. If utility bills or other proof of residence are in your spouse or parent's name, provide a copy of your original marriage or birth certificate as applicable. You must include the **application fee and biometric fee** with this application if filing using reason "H2."

I. I have been automatically converted to permanent resident status - Check this reason if you have been automatically converted to permanent resident status. Submit evidence of your temporary residence status. Evidence may consist of a copy of your Form I-797, Notice of Action, for Form I-698 or Form I-700. You must also submit a copy of a government-issued form of identification that contains your name, date of birth, photograph, and signature; e.g., passport, driver's license, or military identification document. You must include the **application fee and biometric fee** along with this application if filing using reason "I."

J. I have a prior edition of the Alien Registration Card, or I am applying to replace my current Permanent Resident Card for a reason that is not specified above - Check this reason if you have an old edition of the Alien Registration Card. You may also select this reason if you wish to replace your current Permanent Resident Card for any reason not specified in one of the categories above mentioned. Submit a copy of your Alien Registration Card or Permanent Resident Card. You must include the **application fee and biometric fee** with this application if filing using reason "J."

Section B

This section is only applicable to conditional permanent residents. This section must **not** be used by permanent residents or permanent residents in commuter status; instead, they must complete **Section A**.

A. My previous card was lost, stolen, or destroyed - Check this reason if your card was lost, stolen, or destroyed. Submit a copy of your Permanent Resident Card or a government-issued form of identification that contains your name, date of birth, photograph, and signature; e.g., passport, driver's license, or military identification document. You must include the **application fee and biometric fee** with this application if filing using reason "A."

B. My previous card was issued but never received - Check this reason if you never received your card. Submit a copy of the latest Form I-797, Notice of Action, for Form I-485, Form I-751, Form I-829, or Form I-90 that should have resulted in issuance of your Permanent Resident Card. You must also submit a copy of a government-issued form of identification that contains your name, date of birth, photograph, and signature; e.g., passport, driver's license, or military identification document. **No application fee and no biometric fee are required** if filing using reason "B."

NOTE: This reason for filing does **not** apply if the card was mailed to you at the address you provided, and it was never returned as undeliverable to USCIS. To determine if your card was returned to USCIS, call the National Customer Service Center at **1-800-375-5283** or visit **www.uscis.gov** and check your case status online. If the card was **not** returned as undeliverable to USCIS, then you must file Form I-90 using reason "A" (My previous card has been lost, stolen, or destroyed).

C. My existing card has been mutilated - Check this reason if your card is mutilated or partially destroyed. Submit a copy of your Permanent Resident Card or a government-issued form of identification that contains your name, date of birth, photograph, and signature; e.g., passport, driver's license, or military identification document. You must include the **application fee and biometric fee** with this application if filing using reason "C."

D. My existing card has incorrect data because of USCIS error - Check this reason if your card has incorrect data, and the error was caused by USCIS. Attach the original Permanent Resident Card issued with the incorrect data. A copy of the card is not acceptable in this case. Failure to submit the original Permanent Resident Card will result in the rejection of Form I-90.

Submit a copy of your original marriage certificate, birth certificate, adoption decree, passport, or applicable court documents reflecting your correct name or biographical data. A legal name change document submitted as evidence of name change must have been registered with the proper civil authority. **No application fee and no biometric fee are required** if filing using reason "D."

NOTE: If the error was **not** caused by USCIS, this reason for filing does not apply; instead, you must file using reason "E" (My name or other biographic information has been legally changed since issuance of my existing card).

- E. My name or other biographic information has legally changed since issuance of my existing card** - Check this reason if your biographical information has changed since the issuance of your card. You may also select this reason if your card has incorrect data, and the error was **not** caused by USCIS. Submit a copy of your original marriage certificate, birth certificate, adoption decree, passport, or applicable court documents ordering a legal name, etc. Marriage certificate or court documents submitted as evidence of name change must have been registered with the proper civil authority. You must include the **application fee and biometric fee** with this application if filing using reason "E."

Part 3. Processing Information

- 1. Mother's First Name** - List your mother's given name.
- 2. Father's First Name** - List your father's given name.
- 3. City of residence where you applied for an immigrant visa or adjustment of status** - List the location of the U.S. Embassy or consulate or USCIS office where you filed your application for an immigrant visa or adjustment of status.
- 4. Consulate where immigrant visa was issued or USCIS office where status was adjusted** - List location of the U.S. Embassy or consulate or USCIS office where you became a permanent resident
- 5. If you entered the United States with an immigrant visa also complete the following** - If you entered the United States with an immigrant visa, you must answer this question. List your destination in the United States at time of admission and port of entry where admitted to United States in the space provided. If you were granted adjustment of status at a USCIS office in the United States, then skip this question and proceed to **Question 6**.
- 6. Have you ever been ordered removed from the United States?** - Check the appropriate box. If the answer is "Yes," you must provide a detailed explanation in **Part 7**.

- 7. Since you were granted permanent residence, have you ever filed Form I-407, Abandonment by Alien of Status as Lawful Permanent Resident, or otherwise been determined to have abandoned your status?** - Check the appropriate box. If the answer is "Yes," you must provide a detailed explanation in **Part 7**.

Part 4. Accommodations for Individuals with Disabilities

If you have a disability, USCIS is committed to providing you with a reasonable accommodation.

Accommodations vary with the disability and involve modifications to practices or procedures. For example, if you are:

- 1.** Unable to use your hands, you may be permitted to take a test orally rather than in writing;
- 2.** Hearing-impaired, you may be provided with a sign-language interpreter for a USCIS-sponsored training session; or
- 3.** Unable to travel to a designated USCIS location for an interview, you may be visited at your home or a hospital.

If you believe you need us to accommodate your disability, check the "Yes" box and then check any applicable boxes that describe the nature of your disability. Also, write the type of accommodation you are requesting on the line provided. If you are requesting a sign-language interpreter, be sure to indicate the language. If you need more space, use a separate sheet of paper.

NOTE: All domestic USCIS facilities meet the Accessibility Guidelines of the Americans with Disabilities Act, so you do not need to contact us to request an accommodation for physical access to a domestic USCIS office.

We consider requests for accommodations on a case-by-case basis. Asking for an accommodation will not effect your eligibility for the benefit.

Part 5. Signature

Every application must contain the original signature of the applicant. A photocopy of a signed application is **not** acceptable. If you are under 14 years of age, your parent or guardian may sign the application on your behalf.

Include a valid phone number where you may be reached.

Part 6. Signature of Person Preparing Form, If Other Than Above

This section must contain the original signature of the person completing this form, if other than the person in **Part 5**. If the person completing this form is associated with a business or organization, complete the business/organization name and address section. If the person completing this form is an attorney or representative, submit a completed Form G-28 along with this application.

Include a valid phone number where the person completing this form may be reached.

Part 7. Explanation Page

If you answered "Yes" to **Question 6** or **Question 7** in **Part 3**, you must provide a detailed explanation in this part.

What Is the Filing Fee?

The filing fee for Form I-90 is based on the reason for filing as explained in the instructions above.

If your application requires a fee, the specific fee amounts are:

The fee for this application is **\$290**.

The fee for the biometrics is **\$80**.

You may submit one check or money order for both the application and biometrics fees, for a total of **\$370**.

The check or money order must be drawn on a bank or other financial institution located in the United States and must be payable in U.S. currency; and

Make the check or money order payable to **U.S. Department of Homeland Security**, unless:

1. If you live in Guam, make your check or money order payable to the **"Treasurer, Guam."**
2. If you live in the U.S. Virgin Islands, make your check or money order payable to the **"Commissioner of Finance of the Virgin Islands."**

NOTE: Spell out U.S. Department of Homeland Security; do not use the initials "USDHS" or "DHS."

Notice to Those Making Payment by Check. If you send us a check, it will be converted into an electronic funds transfer (EFT). This means we will copy your check and use the account information on it to electronically debit your account for the amount of the check.

The debit from your account will usually take 24 hours and will be shown on your regular account statement. You will not receive your original check back. We will destroy your original check, but we will keep a copy of it. If the EFT cannot be processed for technical reasons, you authorize USCIS to process the copy in place of your original check. If the EFT cannot be completed because of insufficient funds, USCIS may try to make the transfer up to two times.

How to Check If the Fees Are Correct

The form and biometric fees on this form are current as of the edition date appearing in the lower right corner of this page. However, because USCIS fees change periodically, you can verify if the fees are correct by following one of the steps below:

1. Visit our Web site at **www.uscis.gov**, select "Immigration Forms," and check the appropriate fee;
2. Review the Fee Schedule included in your form package, if you called us to request the form; or
3. Telephone our National Customer Service Center at **1-800-375-5283** and ask for the fee information.

Where To File?

You have the option of filing this paper form by mail at the address below, or you may file it electronically by visiting our Web site at **www.uscis.gov**.

By Mail:

For U.S. Postal Service deliveries:

**U.S. Citizenship and Immigration Services
P.O. Box 21262
Phoenix, AZ 85036**

For non-U.S. Postal Service deliveries:

**U.S. Citizenship and Immigration Services
Attention: I-90
1820 Skyharbor, Circle S Floor 1
Phoenix, AZ 85034**

NOTE: You must file this application along with the appropriate fees and all required evidence. If you do not include a check or money order for the **exact** amount, your application will be rejected.

Electronic Submission

While many of our customers are eligible to file this form electronically (E-file), there are some restrictions and certain applicants based on the filing reason may not be eligible to file this form electronically.

Check our Web site at **www.uscis.gov** for a list of applicants who are eligible to file this form electronically, and refer to the instructions on how to properly complete this form and submit the appropriate fees.

If you are not eligible to file this form electronically, you must submit the paper version of this form (see **By Mail** addresses above).

Address Changes

If you change your address and you have an application or petition pending with USCIS, you must change your address. You may change your address online at **www.uscis.gov** by clicking on "Change your address with USCIS" and following the prompts or by phone at **1-800-375-5283**. You may also complete and mail Form AR-11, Alien's Change of Address Card, to:

**U.S. Citizenship and Immigration Services
Change of Address
P.O. Box 7134
London, KY 40742-7134**

For commercial overnight or fast freight services only, mail to:

**U.S. Citizenship and Immigration Services
Change of Address
1084-I South Laurel Road
London, KY 40744**

Processing Information

Acceptance. An application is not considered properly filed until it is accepted by USCIS.

Initial Processing. Once the application has been accepted, it will be checked for completeness. If you do not completely fill out the form, you will not establish a basis for eligibility, and we may deny your application.

Requests for More Information or Interview. We may request more information or evidence or we may request that you appear at a USCIS office for an interview. We may also request that you provide the originals of any copies you submit. We will return these originals when they are no longer required.

Decision. If your application is approved, your Permanent Resident Card will be mailed to you. If your application is denied, we will mail you a notice explaining the reasons for the denial.

USCIS Forms and Information

To order USCIS forms, call our toll-free number at **1-800-870-3676**. You can also get USCIS forms and information on immigration laws, regulations, and procedures by telephoning our National Customer Service Center at **1-800-375-5283** or visiting our Internet Web site at **www.uscis.gov**.

As an alternative to waiting in line for assistance at your local USCIS office, you can now schedule an appointment through our Internet-based system, **InfoPass**. To access the system, visit our Web site. Use the **InfoPass** appointment scheduler and follow the screen prompts to set up your appointment. **InfoPass** generates an electronic appointment notice that appears on the screen.

Penalties

If you knowingly and willfully falsify or conceal a material fact or submit a false document with this request, we will deny the benefit you are filing for, and may deny any other immigration benefit.

In addition, you will face severe penalties provided by law, and may be subject to criminal prosecution.

Privacy Act Notice

We ask for the information on this form, and associated evidence, to determine if you have established eligibility for the immigration benefit for which you are filing. Our legal right to ask for this information can be found in the Immigration and Nationality Act, as amended. We may provide this information to other government agencies. Failure to provide this information, and any requested evidence, may delay a final decision or result in denial of your Form I-90.

Paperwork Reduction Act

An agency may not conduct or sponsor an information collection and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. The public reporting burden for this collection of information is estimated at 55 minutes per response, including the time for reviewing instructions, and completing and submitting the form. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: U.S. Citizenship and Immigration Services, Regulatory Products Division, 111 Massachusetts Avenue, N.W., 3rd Floor, Suite 3008, Washington, DC 20529-2210. OMB No. 1516-0082. **Do not mail your application to this address.**