

Instructions for Application to Replace Permanent Resident Card

Department of Homeland Security U.S. Citizenship and Immigration Services USCIS Form I-90 OMB No. 1615-0082 Expires 07/31/2019

What Is the Purpose of Form I-90?

Use Form I-90 if you are a lawful permanent resident (LPR) or an LPR in commuter status who needs to apply to replace or renew your current Permanent Resident Card (Green Card). If you are a conditional permanent resident with a 2-year card, you may use this application only if your card is still valid and will not expire in the next 90 days.

If you are a conditional permanent resident with a 2-year card and your card will expire in the next 90 days, do NOT file Form I-90. Instead, you must:

- 1. File Form I-751, Petition to Remove Conditions on Residence, if you obtained your conditional permanent resident status through marriage to a U.S. citizen or lawful permanent resident; or
- 2. File Form I-829, Petition by Entrepreneur to Remove Conditions on Permanent Resident Status, if you obtained your conditional permanent resident status based on the creation of a new commercial enterprise and a financial investment in the United States.

General Instructions

USCIS provides forms free of charge through the USCIS website. In order to view, print, or fill out our forms, you should use the latest version of Adobe Reader, which you can download for free at <u>http://get.adobe.com/reader/</u>. When electronically filing this application, you must follow the instructions provided on the USCIS website at <u>www.uscis.gov/file-online/file-form-i-90-online</u>.

Signature. Each application must be properly signed and filed. For all signatures on this application, USCIS will not accept a stamped or typewritten name in place of a signature. A legal guardian may also sign for a mentally incompetent person. If the request is not signed or if the requisite signature on the request is not valid, USCIS will reject the request. See 8 CFR 103.2(a)(7)(ii)(A). If USCIS accepts a request for adjudication and determines that it has a deficient signature, USCIS will deny the request.

Validity of Signatures. USCIS will consider a photocopied, faxed, or scanned copy of the original handwritten signature valid for filing purposes. The photocopy, fax, or scan must be of the original document containing the handwritten ink signature.

Filing Fee. Each application must be accompanied by the appropriate filing fee and biometric services fee (if applicable). (See the **What Is the Filing Fee** section of these instructions.)

Evidence. At the time of filing, you must submit all evidence and supporting documents listed in the **What Evidence Must You Submit** and/or **Specific Instructions** sections of these Instructions.

Biometric Services Appointment. USCIS may require that you appear for an interview or provide biometrics (fingerprints, photograph, and/or signature) at any time to verify your identity, obtain additional information, and conduct background and security checks, including a check of criminal history records maintained by the Federal Bureau of Investigation (FBI), before making a decision on your application or petition. After USCIS receives your application and ensures it is complete, we will inform you if you need to attend a biometric services appointment. If an appointment is necessary, the notice will provide you the location of your local or designated USCIS Application Support Center (ASC) and the date and time of your appointment or, if you are currently overseas, instruct you to contact a U.S. Embassy, U.S. Consulate, or USCIS office outside the United States to set up an appointment.

NOTE: If you are temporarily outside of the United States due to U.S. military or government orders and you are required to include a biometrics service fee with your application, please also include a properly completed Form FD-258 (fingerprint card) and a passport-style photo with your application. (See the **Part 2. Application Type**, **Reason for Application**, **Section A.** or **Section B.** of the Form I-90 Instructions for further information of who must include a biometric services fee.)

If you are required to appear for an interview or attend a biometrics services appointment, you may be required to sign an oath reaffirming that:

- 1. You provided or authorized all information in the application;
- 2. You reviewed and understood all of the information contained in, and submitted with, your application; and
- 3. All of this information was complete, true, and correct at the time of filing.

If you fail to attend your interview or biometric services appointment, USCIS may deny your application.

Copies. You should submit legible photocopies of documents requested, unless the Instructions specifically state that you must submit an original document. USCIS may request an original document at the time of filing or at any time during processing of an application or petition. If USCIS requests an original document from you, it will be returned to you after USCIS determines it no longer needs your original.

NOTE: If you submit original documents when not required or requested by USCIS, your original documents may be immediately destroyed after we receive them.

Translations. If you submit a document with information in a foreign language, you must also submit a full English translation. The translator must sign a certification that the English language translation is complete and accurate, and that he or she is competent to translate from the foreign language into English. The certification must also include the translator's signature, printed name, the signature date, and the translator's contact information.

How to Fill Out Form I-90

- 1. You can file your Form I-90 application online or by mail (paper application). If you submit a paper application, type or print legibly in black ink.
- If you need extra space to complete any item within this application, use the space provided in Part 7. Additional Information or include a separate sheet of paper; type or print your name and Alien Registration Number (A-Number) (if any) at the top of each sheet; indicate the Page Number, Part Number, and Item Number to which your answer refers; and sign and date each sheet.
- **3.** Answer all questions fully and accurately. If a question does not apply to you (for example, if you have never been married and the question asks, "Provide the name of your current spouse."), type or print "N/A" unless otherwise directed. If your answer to a question which requires a numeric response is zero or none (for example, "How many children do you have" or "How many times have you departed the United States"), type or print "None" unless otherwise directed.

Specific Instructions

Part 1. Information About You

Item Number 1. Alien Registration Number (A-Number) (if any). An Alien Registration Number, otherwise known as an "A-Number," is typically issued to persons who apply for, or are granted, certain immigration benefits. In addition to USCIS, U.S. Immigration and Customs Enforcement (ICE), U.S. Customs and Border Protection (CBP), Immigration Courts, and the U.S. Department of State (DOS) may also issue an A-Number to certain aliens. If you were issued an A-Number, please enter it in the space provided.

Item Number 2. USCIS Online Account Number (if any). If you have previously filed an application, petition, or request using the USCIS online filing system, provide the USCIS Online Account Number you were issued by the system. You can find your USCIS Online Account Number by logging in to your account and going to the profile page. If you previously filed certain applications, petitions, or requests on a paper form via a USCIS Lockbox facility, you may have received a USCIS Online Account Access Notice issuing you a USCIS Online Account Number. If you received such a notice, your USCIS Online Account Number can be found at the top of the notice. If you were issued a USCIS Online Account Number, enter it in the space provided. The USCIS Online Account Number is not the same as an A-Number.

Item Numbers 3.a. - 3.c. Your Full Name. Provide your full legal name in the spaces provided.

Item Number 4. Has your name legally changed since the issuance of your Permanent Resident Card? Select the appropriate box.

If your name has changed since the issuance of your Permanent Resident Card, select "Yes" and proceed to **Item Numbers 5.a. - 5.c.** If your name was legally changed to another name, you must submit appropriate legal documents that reflect the name change (for example a registered copy of your marriage certificate, divorce decree, adoption decree, or other court-issued document showing your name was legally changed). Legal name change documents submitted as evidence of a 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 or if you never previously received your Permanent Resident Card, select "No" or "N/A" and proceed to **Item Numbers 6.a. - 6.i.**

Item Numbers 5.a. - 5.c. If your name has legally changed since the issuance of your Permanent Residence Card, provide your name exactly as it is printed on your Permanent Resident Card. Provide your full name exactly as it appears on your current Permanent Resident Card.

Item Numbers 6.a. - 6.i. Mailing Address. Provide the address where you would like to receive written correspondence regarding your application.

USCIS will not mail a Permanent Resident Card to a foreign mailing address, only to a valid U.S. mailing address. If you are going to travel abroad and your Permanent Resident Card is about to expire, USCIS recommends you apply for and receive your new Permanent Resident Card prior to departing the United States.

NOTE FOR COMMUTERS: If you are currently in commuter status or are taking up commuter status and reside in a foreign contiguous territory (Canada or Mexico), you may provide a foreign mailing address, but you must also provide your Port-of-Entry (POE) in **Item Number 7. USCIS** will use this information to send your Permanent Resident Card to that POE for you to pick up when it is available.

Item Number 7. Port-of-Entry for Commuters. If you are currently in commuter status or are taking up commuter status and provided a foreign mailing address in **Item Numbers 6.a.** - **6.i.**, **you must provide the POE you will use to enter the United States. You will pick up your card directly from that POE.** In the space provided type or print the city or town and state of the United States POE you will use. If the city or town has more than one POE, include additional information, such as an airport, bridge, or tunnel name, to assist USCIS in identifying to which POE we should mail your card.

Item Numbers 8.a. - 8.i. Alternate or Safe Mailing Address. If you filed an adjustment of status application based on the Violence Against Women Act (VAWA) or as a human trafficking victim (T nonimmigrant), or crime victim (U nonimmigrant) and you do not feel safe receiving mail about this application at your home address, provide a safe mailing address in **Part 1.**, **Item Numbers 8.a. - 8.i.** If you filed an adjustment of status application as a special immigrant juvenile, you may use this space to designate an alternate address. This address may be a post office box, the address of a friend, your attorney, a community-based organization that is helping you, or any other address where you can safely and timely receive mail. If you do not provide an alternate, safe address in **Part 1.**, **Item Numbers 8.a. - 8.i.**, USCIS may use the address of the preparer you listed on your Form I-485. If you do not use a preparer and do not provide a safe address, then USCIS will use the U.S. Mailing Address you provide in **Part 1.**, **Item Numbers 6.a. - 6.i.**

Item Numbers 9.a. - 9.h. Physical Address. Provide your physical address if this address is different from your mailing address.

NOTE FOR COMMUTERS: If you are currently in commuter status or are taking up commuter status and reside in a foreign contiguous territory (Canada or Mexico), provide your **foreign physical residence address**.

Item Number 10. Gender. Provide your gender in the space provided (male or female).

Item Number 11. Date of Birth. Provide the date on which you were born in mm/dd/yyyy format.

Item Numbers 12. - 13. Place of Birth. Provide the city, town, or village of your birth and country of your birth in the spaces provided.

Item Number 14. Class of Admission. List the three character code for the immigrant category under which you were granted lawful permanent resident or conditional permanent resident status. This code can be found on your Permanent Resident Card, and it is typically one or two letters followed by a number (for example, IR2). It may be listed as the "Class" or "Category" on your current Permanent Resident Card.

Item Number 15. Date of Admission. Provide the date on which you were granted lawful permanent resident or conditional permanent resident status in mm/dd/yyyy format.

Item Number 16. U.S. Social Security Number (if any). Provide your 9-digit U.S. Social Security Number, if any.

Item Numbers 17. - 18. Parent 1 and Parent 2 Legal Names. Provide your parents' legal names in the spaces provided.

Part 2. Application Type

Select only one box in **Item Numbers 1.a.** - **1.c.** that describes your current immigration status. Proceed to **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.**

Reason for Application

Section A. (To be used only by a lawful permanent resident or a permanent resident in commuter status.)

This section is only applicable to lawful permanent residents or permanent residents in commuter status. If you are a conditional permanent resident, you must complete **Section B**.

Item Number 2.a. My previous card has been lost, stolen, or destroyed. Select Item Number 2.a. if your card was lost, stolen, or destroyed. Submit a copy of your Permanent Resident Card, if you have one, or a government-issued form of identification that contains your name, date of birth, photograph, and signature (for example, passport, driver's license, or military identification document). You must include the filing fee and biometric services fee with your application if selecting Item Number 2.a.

Item Number 2.b. My previous card was issued but never received. Select **Item Number 2.b.** if you never received your card due to a USCIS mailing error. If the card was returned as undeliverable to USCIS, you also may select **Item Number 2.b.** Submit a copy of the latest Form I-797, Notice of Action, for any of the following forms that should have resulted in issuance of your Permanent Resident Card: Form I-485, Application to Register Permanent Residence or Adjust Status; Form I-751, Petition to Remove the Conditions of Residence; Form I-829, Petition by Entrepreneur to Remove Conditions; Form I-698, Application to Adjust Status from Temporary to Permanent Resident; Form I-881, Application for Suspension of Deportation or Special Rule Cancellation of Removal (Pursuant to Section 203 of Public Law 105-100 (NACARA)); EOIR-42B, Application for Cancellation of Removal and Adjustment of Status for Certain Nonpermanent Residents; or Form I-90. If you were admitted as an immigrant, you may submit a copy of the page in your passport showing the I-551 stamp you received upon admission. You must also submit a copy of a government-issued form of identification that contains your name, date of birth, photograph, and signature (for example, passport, driver's license, military identification document). **No filing fee or biometric services fee are required** if selecting **Item Number 2.b.**

NOTE: Do **not** select **Item Number 2.b.** 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, check your case status online at <u>https://egov.uscis.gov/casestatus/landing.do</u>. You can visit the USCIS Contact Center at <u>www.uscis.gov/contactcenter</u> to get answers to your questions and connect with a live USCIS representative. The USCIS Contact Center provides information in English and Spanish. For TTY (deaf or hard of hearing) call: **1-800-767-1833**. If the card was mailed to you at the address you provided and was not returned as undeliverable to USCIS, then you must select **Item Number 2.a.** (My previous card has been lost, stolen, or destroyed).

Item Number 2.c. My existing card has been mutilated. Select **Item Number 2.c.** 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 (for example, passport, driver's license, or military identification document). **You must include the filing fee and biometric services fee** with your application if selecting **Item Number 2.c.**

Item Number 2.d. My existing card has incorrect data because of Department of Homeland Security (DHS) error. Select Item Number 2.d. if your card has incorrect data and the error was caused by DHS. You must return the original Permanent Resident Card issued with the incorrect data to USCIS when you file your Form I-90. Submitting a copy of the card is not acceptable in this case. Provide a detailed explanation of the error in the space provided in Part 7. Additional Information.

Include proof of your correct name or biographical data. Submit a copy of the original court order reflecting your name or a copy of your original marriage certificate, divorce decree, birth certificate, adoption decree, passport, or applicable court documents, etc. Legal name change documents submitted as evidence of a name change must have been registered with the proper civil authority. No filing fee or biometric services fee are required if selecting Item Number 2.d.

NOTE: Item Number 2.d. does not apply if the error was not caused by DHS. Instead, you must select Item Number 2.e. (My name or other biographic information has been legally changed since issuance of my existing card).

Item Number 2.e. My name or other biographic information has legally changed since issuance of my existing card or my card has incorrect data and the error was not caused by DHS. Select Item Number 2.e. if your biographical information has changed since the issuance of your card. You must submit appropriate legal documents that reflect your name or other biographic information that has been legally changed since issuance of your existing card (for example, if your name has been legally changed to another name, a registered copy of your marriage certificate, divorce decree, adoption decree, or other court-issued document showing your name was legally changed). A marriage certificate or court documents submitted as evidence of name change must have been registered with the proper civil authority. You also may select this Item Number 2.e. if your card has incorrect data and the error was not caused by DHS. You must submit documentary evidence verifying the new data. Provide a detailed explanation of the biographic information that has been legally changed or the error in the space provided in Part 7. Additional Information. You must include the filing fee and biometric services fee with your application if selecting Item Number 2.e.

A marriage certificate or court documents submitted as evidence of name change must have been registered with the proper civil authority. You also may select **Item Number 2.e.** if your card has incorrect data and the error was not caused by DHS. **You must submit documentary evidence verifying the new data.** Provide a detailed explanation of the biographic information that has been legally changed or the error in the space provided in **Part 7. Additional Information**. **You must include the filing fee and biometric services fee** with your application if selecting **Item Number 2.e.**

Item Number 2.f. My existing card has already expired or will expire within six months. Select Item Number 2.f. if your card will expire in the next six months or if your card has already expired. If you select Item Number 2.f. and your existing card will not expire within six months, your application may be denied. Submit a copy of your expired/expiring Permanent Resident Card. You must include the filing fee and biometric services fee with your application if selecting Item Number 2.f.

Item Number 2.g.1. I have reached my 14th birthday and am registering as required. My existing card will expire AFTER my 16th birthday. (NOTE: If you are filing this application before your 14th birthday, or more than 30 days after your 14th birthday, you must select Item Number 2.k. However, if your card has expired, you must select Item Number 2.g.1. if you have reached your 14th birthday within the previous 30 days, and your current card will expire after your 16th birthday. When selecting Item Number 2.g.1., submit a copy of your current Permanent Resident Card. You must include the biometric services fee only with this application if selecting Item Number 2.g.1. No filing fee is required.

After reaching 14 years of age, a lawful permanent resident must register and submit Form I-90. Registration and fingerprinting are required within 30 days after a child reaches 14 years of age. If you did not file this application within 30 days after turning 14 years of age, you must select **Item Number 2.f.** (My existing card has already expired or will expire within six months).

If your existing card will expire before your 16th birthday, you cannot select Item Number 2.g.1.; instead, you must select Item Number 2.g.2. (I have reached my 14th birthday, and my existing card will expire before my 16th birthday).

NOTE: If your card has expired, you cannot select **Item Number 2.g.1.** You must select **Item Number 2.f.** (My existing card has already expired or will expire within six months).

Item Number 2.g.2. I have reached my 14th birthday and am registering as required. My existing card will expire BEFORE my 16th birthday. (NOTE: If you are filing this application before your 14th birthday, or more than 30 days after your 14th birthday, you must select Item Number 2.k. However, if your card has expired, you must select Item Number 2.g.2. if you have reached your 14th birthday, and your current card will expire before your 16th birthday. When selecting Item Number 2.g.2., submit a copy of your current Permanent Resident Card. You must include the filing fee and biometric services fee with your application if selecting Item Number 2.g.2.

You may select **Item Number 2.g.2. 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 lawful permanent resident must register and submit Form I-90.

If your existing card will expire **after** your 16th birthday, you cannot select **Item Number 2.g.2.**; instead, you must select **Item Number 2.g.1.** (I have reached my 14th birthday and my existing card will expire after my 16th birthday).

NOTE: If your card has expired, you cannot select **Item Number 2.g.2**. You must select **Item Number 2.f.** (My existing card has already expired or will expire within six months).

Item Number 2.h.1. I am a permanent resident who is taking up commuter status. Select **Item Number 2.h.1.** if you are currently a lawful permanent resident alien who will live outside of the United States (in Mexico or Canada) and commute to employment within the United States (commuter status).

Only lawful permanent residents who are employed in the United States and reside in a contiguous foreign territory (Mexico or Canada) may be eligible for commuter status. You must submit evidence of your employment in the United States that is dated within the last six months. Evidence may consist of employment pay stubs and/or a letter from your employer on the employer's letterhead containing the address and phone number of your employer. You must include the filing fee and biometric services fee with your application if selecting Item Number 2.h.1.

Item Number 2.h.2. I am a commuter who is taking up actual residence in the United States. Select Item Number 2.h.2. if you are currently in commuter status and you will be establishing a residence in the United States (lawful permanent resident status). Submit evidence of your 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 filing fee and biometric services fee with your application if selecting Item Number 2.h.2.

Item Number 2.i. I have been automatically converted to lawful permanent resident status. Select Item

Number 2.i. if you have been automatically converted to lawful permanent resident status. Submit evidence of your temporary residence status. Evidence may consist of a copy of your Form I-797 for 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 (for example, passport, driver's license, or military identification document). You must include the filing fee and biometric services fee with your application if selecting Item Number 2.i.

Item Number 2.j. I have a prior edition of the alien registration card. Select Item Number 2.j. if you have an old edition of the Alien Registration Card. Submit a copy of your alien registration card or Permanent Resident Card. You must include the filing fee and biometric services fee with your application if selecting Item Number 2.j.

Item Number 2.k. I am applying to replace my current Permanent Resident Card for any other reason that is not specified above. You may select Item Number 2.k. if you wish to replace your current Permanent Resident Card for any reason not specified in one of the categories mentioned above. Submit a copy of your Permanent Resident Card. Provide a detailed explanation of the reason you are applying to replace your card in the space provided in Part 7. Additional Information. You must include the filing fee and biometric services fee with your application if selecting Item Number 2.k.

Section B. Complete this section only if you are a conditional permanent resident and your status will not expire in the next 90 days. If your conditional permanent resident status will expire in the next 90 days, then do **not** file this application. (See the **What is the Purpose of Form 1-90** section of the Form I-90 Instructions for further information.)

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

Item Number 3.a. My previous card has been lost, stolen, or destroyed. Select Item Number 3.a. 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 (for example, passport, driver's license, or military identification document). You must include the filing fee and biometric services fee with your application if selecting Item Number 3.a.

Item Number 3.b. My previous card was issued but never received. Select **Item Number 3.b.** if you never received your card due to a USCIS mailing error. If the card was returned as undeliverable to USCIS, you also may select **Item Number 3.b.** Submit a copy of the latest Form I-797 for Form I-485 or Form I-90 that should have resulted in issuance of your Permanent Resident Card. If you were admitted as an immigrant, you may submit a copy of the page in your passport showing the I-551 stamp you received upon admission. You must also submit a copy of a government-issued form of identification that contains your name, date of birth, photograph, and signature (for example, passport, driver's license, or military identification document). **No filing fee or biometric services fee are required** if selecting **Item Number 3.b.**

NOTE: Do not select **Item Number 3.b.** 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, check your case status online at <u>https://egov.uscis.gov/cris/Dashboard.do</u>. You can also call the USCIS National Customer Service Center at **1-800-375-5283**. For TTY (deaf or hard of hearing) call: **1-800-767-1833**. If the card was mailed to you at the address you provided and was not returned as undeliverable to USCIS, then select **Item Number 3.a.** (My previous card has been lost, stolen, or destroyed).

Item Number 3.c. My existing card has been mutilated. Select **Item Number 3.c.** 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 (for example, passport, driver's license, or military identification document). **You must include the filing fee and biometric services fee** with your application if selecting **Item Number 3.c.**

Item Number 3.d. My existing card has incorrect data because of DHS error. Select Item Number 3.d. if your card has incorrect data, and the error was caused by DHS. You must return the original Permanent Resident Card issued with the incorrect data to USCIS when you file your Form I-90. Submitting a copy of the card is not acceptable in this case. Provide a detailed explanation of the error in the space provided in Part 7. Additional Information.

Include proof of your correct name or biographical data. Submit a copy of the original court order reflecting your name or a copy of your original marriage certificate, divorce decree, birth certificate, adoption decree, passport, or applicable court documents, etc. Legal name change documents submitted as evidence of a name change must have been registered with the proper civil authority. No filing fee or biometric services fee are required if selecting Item Number 3.d.

NOTE: If you believe you were misclassified as a conditional permanent resident, because you were married for two or more years when you obtained conditional permanent residence, select **Item Number 2.d.** and include a copy of your marriage certificate with your application.

NOTE: Do **not** select **Item Number 3.d.** for filing if the error was **not** caused by DHS. Instead, you must select **Item Number 3.e.** (My name or other biographic information has been legally changed since issuance of my existing card).

Item Number 3.e. My name or other biographic information has legally changed since the issuance of my existing card or my card has incorrect data and the error was not caused by DHS. Select Item Number 3.e. if your biographical information has changed since the issuance of your card. You must submit appropriate legal documents that reflect your name or other biographic information that has been legally changed since issuance of your existing card (for example, if your name has been legally changed to another name, a registered copy of your marriage certificate, divorce decree, adoption decree, or other court-issued document showing your name was legally changed). A marriage certificate or court documents submitted as evidence of name change must have been registered with the proper civil authority. You also may select Item Number 3.e. if your card has incorrect data and the error was not caused by DHS. You must submit documentary evidence verifying the new data. Provide a detailed explanation of the biographic information that has been legally changed or the error in the space provided in Part 7. Additional Information. You must include the filing fee and biometric services fee with your application if selecting Item Number 3.e.

Part 3. Processing Information

Item Number 1. Location where you applied for an immigrant visa or adjustment of status. List the location of the U.S. Embassy, U.S. Consulate, or USCIS office where you filed your application for an immigrant visa or adjustment of status.

Item Number 2. Location where your immigrant visa was issued or USCIS office where you were granted adjustment of status. List the location of the U.S. Embassy, U.S. Consulate, or USCIS office where you were issued an immigrant visa or granted lawful permanent resident status.

Item Numbers 3.a. and 3.a.1. Complete Item Numbers 3.a. and 3.a.1. if you entered the United States with an immigrant visa. If you entered the United States with an immigrant visa, you must list your destination in the United States at time of admission and provide the city or town and state of the POE where you were admitted to the United States. Please note that some cities have several POEs. Indicate the type of POE where you were admitted to the United States, such as an airport, bridge, or tunnel. If you were granted adjustment of status at a USCIS office in the United States, proceed to **Item Number 4.**

Item Number 4. Have you ever been in exclusion, deportation, or removal proceedings or ordered removed from the United States? Select the appropriate box. If the answer is "Yes," you must provide a detailed explanation in the space provided in Part 7. Additional Information.

Item Numbers 5. - 11. Select the appropriate answer. If the answer is "Yes" to any question (or if you answer "No," but are unsure of your answer), you must provide a detailed explanation in the space provided in **Part 7. Additional Information**.

Biographic Information. Provide the biographic information requested in **Item Numbers 12. - 17.** Providing this information as part of your application may also reduce the time you spend at your USCIS ASC appointment as described in the **Biometric Services Appointment** section of these Instructions.

Item Numbers 12. Ethnicity. Select only one box.

Categories and Definitions for Ethnicity

1. Hispanic or Latino. A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. (NOTE: This category is only included under ethnicity in Item Number 6.)

2. Not Hispanic or Latino

Item Number 13. Race. Select all applicable boxes.

Categories and Definitions for Ethnicity and Race

- **3.** American Indian or Alaska Native. A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- 4. Asian. A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- 5. Black or African American. A person having origins in any of the black racial groups of Africa.
- 6. Native Hawaiian or Other Pacific Islander. A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- 7. White. A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Item Number 14. Height. Select the values that best match your height in feet and inches. For example, if you are five feet and nine inches, select "5" for feet and "09" for inches. Do not enter your height in meters or centimeters.

Item Number 15. Weight. Enter your weight in pounds. If you do not know your weight, or need to enter a weight under 30 pounds or over 699 pounds, enter "000." Do not enter your weight in kilograms.

Item Number 16. Eye Color. Select the box that best describes the color of your eyes.

Item Number 17. Hair Color. Select the box that best describes the color of your hair.

Part 4. Applicant's Statement, Contact Information, Certification, and Signature.

Item Numbers 1.a. - 6.b. Select the appropriate box to indicate whether you read this application yourself or whether you had an interpreter assist you. If someone assisted you in completing the application, select the box indicating that you used a preparer. Further, you must sign and date your application and provide your daytime telephone number, mobile telephone number (if any), and email address (if any). Every application **MUST** contain the signature of the applicant (or parent or legal guardian, if applicable). A stamped or typewritten name in place of a signature is not acceptable.

Part 5. Interpreter's Contact Information, Certification, and Signature.

Item Numbers 1.a. - **7.b.** If you used anyone as an interpreter to read the **Instructions** and questions on this application to you in a language in which you are fluent, the interpreter must fill out this section; provide his or her name, the name and address of his or her business or organization (if any), his or her daytime telephone number, his or her mobile telephone number (if any), and his or her email address (if any). The interpreter must sign and date the application.

Part 6. Contact Information, Declaration, and Signature of the Person Preparing this Application, if Other Than the Applicant.

Item Numbers 1.a. - 8.b. This section must contain the signature of the person who completed your application, if other than you, the applicant. If the same individual acted as your interpreter **and** your preparer, that person should complete both **Part 5.** and **Part 6.** If the person who completed this application is associated with a business or organization, that person should complete the business or organization name and address information. Anyone who helped you prepare this application **MUST** sign and date the application. A stamped or typewritten name in place of a signature is not acceptable. If the person who helped you prepare your application is an attorney or accredited representative, he or she may also need to submit a completed Form G-28, Notice of Entry of Appearance as Attorney or Accredited Representative, along with your application.

Part 7. Additional Information

Item Numbers 1.a. - 7.d. If you need extra space to provide any additional information within this application, use the space provided in Part 7. Additional Information. If you need more space than what is provided in Part 7., you may make copies of Part 7. to complete and file with your application, or attach a separate sheet of paper. Type or print your name and A-Number (if any) at the top of each sheet; indicate the Page Number, Part Number, and Item Number to which your answer refers, and sign and date each sheet.

We recommend that you print or save a copy of your completed application to review in the future and for your records. We recommend that you review your copy of your completed application before you go to your biometric services appointment at a USCIS ASC. At your appointment, USCIS will permit you to complete the application process only if you are able to confirm, under penalty of perjury, that all of the information in your application is complete, true, and correct. If you are not able to make that attestation in good faith at that time, USCIS will require you to return for another appointment.

What Evidence Must You Submit?

You must submit all evidence requested in these Instructions with your application. If you fail to submit required evidence, USCIS may reject or deny your application for failure to submit requested evidence or supporting documents in accordance with 8 CFR 103.2(b)(1) and these Instructions.

What Is the Filing Fee?

The filing fee for Form I-90 is based on the reason for filing as explained in **Part 2.** of these Instructions. If your application requires a filing fee, the filing fee for this application is **\$455**. If your application requires a biometric services fee, the biometric services fee for this application is **\$85**.

NOTE: The filing fee and biometric services fee are not refundable, regardless of any action USCIS takes on this application. **DO NOT MAIL CASH.** You must submit all fees in the exact amount.

Payments by Checks or Money Orders

Use the following guidelines when you prepare your checks or money orders for the Form I-90 filing fee and biometric services fee:

- 1. The checks or money orders must be drawn on a bank or other financial institution located in the United States and must be payable in U.S. currency; and
- 2. Make the checks or money orders payable to U.S. Department of Homeland Security.

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

Notice to Those Paying by Check. If you send USCIS a check, we will convert it 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 your bank will show it on your regular account statement.

You will not receive your original check back. We will destroy your original check, but will keep a copy of it. If USCIS cannot process the EFT for technical reasons, you authorize us to process the copy in place of your original check. If your check is returned as unpayable, we will re-submit the payment to the financial institution one time. If the check is returned as unpayable a second time, we will reject your application and charge you a returned check fee.

Payments by Credit Card

If you are filing your application at a USCIS Lockbox facility, you can pay your filing fee and biometric services fee using a credit card. Please see Form G-1450, Authorization for Credit Card Transactions, at <u>www.uscis.gov/G-1450</u> for more information.

How To Check If the Fees Are Correct

Form I-90's filing fee and biometric services fee are current as of the edition date in the lower left corner of this page. However, because USCIS fees change periodically, you can verify that the fees are correct by following one of the steps below.

- 1. Visit the USCIS website at <u>www.uscis.gov</u>, select "FORMS," and check the appropriate fee; or
- Visit the USCIS Contact Center at <u>www.uscis.gov/contactcenter</u> to get answers to your questions and connect with a live USCIS representative. The USCIS Contact Center provides information in English and Spanish. For TTY (deaf or hard of hearing) call: 1-800-767-1833.

Fee Waiver

You may be eligible for a fee waiver under 8 CFR 103.7(c). If you believe you are eligible for a fee waiver, complete Form I-912, Request for Fee Waiver (or a written request) and submit it and any required evidence of your inability to pay the filing fee with this application. You can review the fee waiver guidance at <u>www.uscis.gov/feewaiver</u>.

Where To File?

Please see our website at <u>www.uscis.gov/I-90</u> or visit the USCIS Contact Center at <u>www.uscis.gov/contactcenter</u> to connect with a USCIS representative for the most current information about where to file this application. The USCIS Contact Center provides information in English and Spanish. For TTY (deaf or hard of hearing) call: **1-800-767-1833**.

Address Change

An applicant who is not a U.S. citizen must notify USCIS of his or her new address within 10 days of moving from his or her previous residence. For information on filing a change of address, go to the USCIS website at <u>www.uscis.gov/addresschange</u> or reach out to the USCIS Contact Center at <u>www.uscis.gov/contactcenter</u> for help. The USCIS Contact Center provides information in English and Spanish. For TTY (deaf or hard of hearing) call: 1-800-767-1833

NOTE: Do not submit a change of address request to the USCIS Lockbox facilities because the Lockbox does not process change of address requests.

Processing Information

Initial Processing. Once USCIS accepts your application, we will check it for completeness. If you do not completely fill out this application, you will not establish a basis for your eligibility and USCIS may reject or deny your application.

Requests for More Information. USCIS may request that you provide more information or evidence to support your application. We may also request that you provide the originals of any copies you submit. If we request an original document from you, it may be returned to you after USCIS determines it no longer needs your original.

Requests for Interview. We may request that you appear at a USCIS office for an interview based on your application. At the time of any interview or other appearance at a USCIS office, we may require that you provide your biometrics to verify your identity and/or update background and security checks.

Decision. The decision on Form I-90 involves a determination of whether you have established eligibility for the immigration benefit you are seeking. USCIS will notify you of the decision in writing.

USCIS Forms and Information

To ensure you are using the latest version of this application, visit the USCIS website at <u>www.uscis.gov</u> where you can obtain the latest USCIS forms and immigration-related information.

Instead of waiting in line for assistance at your local USCIS office, you can schedule an appointment online at <u>www.uscis.gov</u>. Select "Tools," then under "Self Service Tools," select "Appointments" and follow the screen prompts to set up your appointment. Once you finish scheduling an appointment, the system will generate an appointment notice for you.

Penalties

If you knowingly and willfully falsify or conceal a material fact or submit a false document with your Form I-90, we will deny your Form I-90 and may deny any other immigration benefit. In addition, you will face severe penalties provided by law and may be subject to criminal prosecution.

USCIS Compliance Review and Monitoring

By signing this application, you have stated under penalty of perjury (28 U.S.C. section 1746) that all information and documentation submitted with this application are complete, true, and correct. You also authorize the release of any information from your records that USCIS may need to determine your eligibility for the immigration benefit you are seeking and consent to USCIS verifying such information.

DHS has the authority to verify any information you submit to establish eligibility for the immigration benefit you are seeking at any time. USCIS' legal authority to verify this information is in 8 U.S.C. sections 1103, 1155, and 1184, and 8 CFR Parts 103, 204, 205, and 214. To ensure compliance with applicable laws and authorities, USCIS may verify information before or after your case is decided.

Agency verification methods may include, but are not limited to: review of public records and information; contact through written correspondence, the internet, fax, other electronic transmission, or telephone; unannounced physical site inspections of residences and locations of employment; and interviews. USCIS will use information obtained through verification to assess your compliance with the laws and to determine your eligibility for an immigration benefit.

Subject to the restrictions under 8 CFR 103.2(b)(16), USCIS will provide you with an opportunity to address any adverse or derogatory information that may result from a USCIS compliance review, verification, or site visit after a formal decision is made on your case or after the agency has initiated an adverse action which may result in revocation or termination of an approval.

DHS Privacy Notice

AUTHORITIES: The information requested on this application, and the associated evidence, is collected under the Immigration and Nationality Act Section 264, and 8 CFR Section 264.5.

PURPOSE: The primary purpose for providing the requested information on this application is to apply for a replacement or a renewal of your existing Permanent Resident Card. DHS will use the information you provide to grant or deny the immigration benefit you are seeking.

DISCLOSURE: The information you provide is voluntary. However, failure to provide the requested information, including your Social Security number (if applicable), and any requested evidence, may delay a final decision or result in denial of your application.

ROUTINE USES: DHS may, where allowable under relevant confidentiality provisions, share the information you provide on this application, and any additional requested evidence with other Federal, state, local, and foreign government agencies and authorized organizations. DHS follows approved routine uses described in the associated published system of records notice [DHS/USCIS/ICE/CBP 001 Alien File, Index, and National File Tracking, DHS/USCIS-007 Benefits Information System, and DHS/USCIS-018 Immigration Biometric and Background Check] and the published privacy impact assessment [DHS/USCIS/PIA-056 USCIS Electronic Immigration System and DHS/USCIS/PIA-071 myUSCIS Account Experience], which you can find at www.dhs.gov/privacy. DHS may also share this information, as appropriate, for law enforcement purposes or in the interest of national security.

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 Office of Management and Budget (OMB) control number. The public reporting burden for this collection of information is estimated at 2 hours per response, including the time for reviewing instructions, gathering the required documentation and information, completing the application, preparing statements, attaching necessary documentation, and submitting the application. The collection of biometrics is estimated to require 1 hour and 10 minutes. 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 Coordination Division, Office of Policy and Strategy, 20 Massachusetts Ave NW, Washington, DC 20529-2140; OMB No. 1615-0082. Do not mail your completed Form I-90 to this address.

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