



# Submit a FOIA or PA Request

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Select this if you are making a Freedom of Information Act (FOIA) request about USCIS agency information including personnel-related requests.

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## Frequently Asked Questions

For more information about making a FOIA/PA request, please see our [Frequently Asked Questions](#) sheet.

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[Return to top](#)

[Topics](#)   [Tools](#)   [Submit Request](#)   [My Requests](#)



U.S. Citizenship  
and Immigration  
Services



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[About USCIS](#)

[Accessibility](#)

[Budget and Performance](#)

[DHS Components](#)

[FOIA Requests](#)

[No FEAR Act Data](#)

[Privacy and Legal Disclaimers](#)

[Site Map](#)

[Office of the Inspector General](#)

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[USA.gov](#)

National Terrorism Advisory  
System



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[READ MORE](#)

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# Request About Someone Else

Step 1 of 5 - Details About the Third-Party Requestor

1

2

3

4

5

## Representative Role to the Subject of Record?

What is the relationship of the subject of record to the third-party requestor?

- I am an attorney or accredited representative, acting on behalf of the subject of record
- I am requesting information about someone who is deceased
- I am requesting information on behalf of my child or a minor for whom I am a legal guardian
- Other (Explain):

In response to public comment, and in parity with the proposed Form G-639, we are making the nature of requests more clear while adding "other" as an option. Responses here will determine the presence of other fields and screens. For example, when a user selects "I am requesting information about someone who is deceased", we will not ask them to provide the subject of record's contact information on page nine of these example screens.

If you are requesting information or amendment or correction of records about a subject of record with whom you have no relationship:

- I am requesting as a member of the media
- Other (Explain):

Making a request on behalf of a child or a minor will add additional fields below to be completed by a parent or guardian requestor. Otherwise, this section will not be shown.

## Parent/Guardian Information

If you are a parent/guardian requesting a minor child's records, you must submit the following:

Family name (last name) \*

Given name (first name) \*

Middle name (if applicable)

Country of Birth \*

 MEXICO 

When was the Parent/Guardian born?

Month \*

Day

Year \*

◀ Back

Next ▶

[Return to top](#)

Topics

Tools

Submit Request

My Requests



U.S. Citizenship  
and Immigration  
Services



[Contact USCIS](#)



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An official website of the [U.S. Department of Homeland Security](#)

[About USCIS](#)

[FOIA Requests](#)

[Office of the Inspector General](#)

[Accessibility](#)

[No FEAR Act Data](#)

[The White House](#)

[Budget and Performance](#)

[Privacy Act Requests](#) **DocID No. 22040502. (Posted 4/5/22)**

National Terrorism Advisory  
System



[BULLETIN](#)

[READ MORE](#)

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[DHS Components](#)

[Site Map](#)



## Request About Someone Else

Step 1 of 5 - Details About the Third-Party Requestor

1

2

3

4

5

### Primary Requester Information

Family name (last name) \*

Given name (first name) \*

Middle name (if applicable)

What is your mailing address?

In Care Of Name (if any)

Country

Address line 1

Address line 2

City or town

State

ZIP Code

How can we contact you?

Note: Providing this information is optional. However, to complete this request electronically, you must provide an email address or cellular phone number.

Mobile telephone number

Country Code

Telephone number

Daytime telephone number

This is the same as my mobile telephone number.

Country Code

Telephone number

Email

### Additional Persons with Access to Released Records

In addition to a third-party requestor, specified additional persons may be identified to view records released by USCIS in response to this request.

Family name (last name)

Given name (first name)

Email

[+ Add Name](#)

[◀ Back](#)

[Next ▶](#)

[Return to top](#)

[Topics](#)

[Tools](#)

[Submit Request](#)

[My Requests](#)



U.S. Citizenship  
and Immigration  
Services



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[About USCIS](#)

[FOIA Requests](#)

[Office of the Inspector General](#)

[Accessibility](#)

[FEPA Act Data](#)

W50

Act Doc. No. 22040502. (Posted 4/5/22)

[Budget and Performance](#)

[Privacy and Legal Disclaimers](#)

[USA.gov](#)

[DHS Components](#)

[Site Map](#)



BULLETIN  
READ MORE

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## Request About Someone Else

Step 2 of 5 - Specify the Nature of Your Request

1

2

3

4

5

### Select all types of record you are requesting - required

If you request specific documents, USCIS will usually be able to process your request faster than if you request a large set of records, such as an entire A-File.

Select the types of records you are requesting, if applicable, from this list of commonly requested records:

Apprehensions

Date of Apprehension

Birth certificate

I-94

Date of Entry

Passport

Other Arrival/Departure documents into the U.S.

I-129, Petition for a Nonimmigrant Worker

I-90, Application to Replace Permanent Resident Card (Green Card)

I-130, Petition for Alien Relative

I-140, Immigrant Petition for Alien Workers

I-485, Application to Register Permanent Residence or Adjust Status

I-751, Petition to Remove Conditions on Residence

N-400, Application for Naturalization

Labor certification issued by the U.S. Department of Labor

Naturalization certificate

Proof of Lawful Permanent Resident (LPR) status

Record of removal from the U.S.

Other

### What files are you requesting? - required

Type your response

◀ Back

Next ▶

[Return to top](#)

[Topics](#) [Tools](#) [Submit Request](#) [My Requests](#)



U.S. Citizenship  
and Immigration  
Services



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[About USCIS](#)

[Accessibility](#)

[Budget and Performance](#)

[DHS Components](#)

[FOIA Requests](#)

[No FEAR Act Data](#)

[Privacy and Legal Disclaimers](#)

[Site Map](#)

[Office of the Inspector General](#)

[The White House](#)

[USA.gov](#)

**AILA Doc. No. 22040502. (Posted 4/5/22)**



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[READ MORE](#)

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## Request About Someone Else

Step 2 of 5 - Specify the Nature of Your Request

1

2

3

4

5

### Processing Information

Indicate if any of these circumstances apply to your request.

**Note:** If you select any of these circumstances, you will be asked to upload a certified, detailed statement regarding the basis of your request.

- Circumstances in which the lack of expedited treatment could reasonably be expected to pose an imminent threat to the life or physical safety of the individual.
- An urgency to inform the public about an actual or alleged federal government activity, if made by a person primarily engaged in disseminating information.
- The loss of substantial due process rights.
- A matter of widespread and exceptional media interest in which there exists possible questions about the government's integrity which affect confidence.

### Do you have upcoming Immigration Court proceedings?

- Yes
- No

[◀ Back](#)

[Next ▶](#)

[Return to top](#)

[Topics](#) [Tools](#) [Submit Request](#) [My Requests](#)



U.S. Citizenship  
and Immigration  
Services



[Contact USCIS](#)



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[About USCIS](#)

[FOIA Requests](#)

[Office of the Inspector General](#)

[Accessibility](#)

[No FEAR Act Data](#)

[The White House](#)

[Budget and Performance](#)

[Privacy and Legal Disclaimers](#)

[USA.gov](#)

[DHS Components](#)

[Site Map](#)

National Terrorism Advisory  
System



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# Request About Someone Else

Step 3 of 5 - Details About the Subject of Record

1

2

3

4

5

## Was Subject of Record Issued an Alien Number?

USCIS Issues Alien Registration Numbers, otherwise known as an "A-Number," to persons who apply for, or are granted, certain immigration benefits. U.S. Customs and Border Protection (CBP) or U.S. Immigration and Customs Enforcement (ICE) may also Issue A-Numbers.

Alien Registration Number (A-Number) (if any)

A-



When was the Subject of Record born?

Month \*

Day

Year \*

Where was the Subject of Record born?

Country \*

MEXICO

Has the Subject of Record filed a previous request(s) with USCIS?

Application, Petition, or Request Receipt Number



◀ Back

Next ▶

[Return to top](#)

[Topics](#) [Tools](#) [Submit Request](#) [My Requests](#)



U.S. Citizenship  
and Immigration  
Services



[Contact USCIS](#)



USCIS.gov

An official website of the [U.S. Department of Homeland Security](#)

[About USCIS](#)

[Accessibility](#)

[Budget and Performance](#)

[DHS Components](#)

[FOIA Requests](#)

[No FEAR Act Data](#)

[Privacy and Legal Disclaimers](#)

[Site Map](#) **AILA Doc. No. 22040502. (Posted 4/5/22)**

[Office of the Inspector General](#)

[The White House](#)

[USA.gov](#)

National Terrorism Advisory  
System



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[READ MORE](#)

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# Request About Someone Else

Step 3 of 5 - Details About the Subject of Record

1

2

3

4

5

What is the full name of the Subject of Record?

Family name (last name) \*

Given name (first name) \*

Middle name (if applicable)

What other names have been used by the Subject of Record (if any)?

Family name (last name)

Given name (first name)

Middle name (if applicable)

[+ Add Name](#)

What was the full name of the Subject of Record at the time of entry into the United States?

Same as current name

Family name (last name)

Given name (first name)

Middle name (if applicable)

[◀ Back](#)

[Next ▶](#)

[Return to top](#)

[Topics](#)

[Tools](#)

[Submit Request](#)

[My Requests](#)



**U.S. Citizenship  
and Immigration  
Services**



[Contact USCIS](#)



USCIS.gov

An official website of the [U.S. Department of Homeland Security](#)

[About USCIS](#)

[FOIA Requests](#)

[Office of the Inspector General](#)

[Accessibility](#)

[No FEAR Act Data](#)

[The White House](#)

[Budget and Performance](#)

[Privacy and Legal Disclaimers](#)

[USA.gov](#)

[DHS Components](#)

[Site Map](#)

National Terrorism Advisory  
System



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[READ MORE](#)

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# Request About Someone Else

Step 3 of 5 - Details About the Subject of Record

1

2

3

4

5

## Parents' Names for the Subject of Record

What Is the Subject of Record father's name? - required

Family name (last name) \*

Given name (first name) \*

Middle name (if applicable)

Father's name is unknown

What Is the Subject of Record mother's name? - required

Family name (last name) \*

Given name (first name) \*

Middle name (if applicable)

Maiden name (if applicable)

Mother's name is unknown

## Information About Family Members that May Appear on Requested Records

For example, provide the requested information about a spouse or children.

Family name (last name)

Given name (first name)

Middle name (if applicable)

Relationship

[+ Add Name](#)

[◀ Back](#)

[Next ▶](#)

[Return to top](#)

[Topics](#)

[Tools](#)

[Submit Request](#)

[My Requests](#)



U.S. Citizenship  
and Immigration  
Services



[Contact USCIS](#)



USCIS.gov

An official website of the [U.S. Department of Homeland Security](#)

[About USCIS](#)

[FOIA Requests](#)

[Office of the Inspector General](#)

[Accessibility](#)

[No FEAR Act Data](#)

[The White House](#)

[Budget and Performance](#)

[ATA Document No. 22040502. \(Posted 4/5/22\)](#)

[DHS Components](#)

[Site Map](#)

National Terrorism Advisory  
System



[BULLETIN](#)

[READ MORE](#)

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# Request About Someone Else

Step 3 of 5 - Details About the Subject of Record

1

2

3

4

5

## Contact Information for the Subject of Record

What is your mailing address for the Subject of Record?

In Care Of Name (if any)

Country

Address line 1

Address line 2

City or town

State

ZIP Code

## How can we contact the Subject of Record for release of records?

Note: Providing this information is optional. However, to complete this request electronically, you must provide an email address or cellular phone number for the Subject of Record. This information will only be used to obtain electronic consent for the release of information. Alternatively, you can upload a notarized signature from the Subject of Record providing consent.

Upload a notarized signature from the Subject of Record providing consent and verification of identity.

Mobile telephone number

Country Code   Telephone number

Daytime telephone number

This is the same as my mobile telephone number.

Country Code   Telephone number

Email

[« Back](#)

[Next »](#)

[Return to top](#)

[Topics](#)

[Tools](#)

[Submit Request](#)

[My Requests](#)



U.S. Citizenship  
and Immigration  
Services



[Contact USCIS](#)



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[About USCIS](#)

[Accessibility](#)

[Budget and Performance](#)

[DHS Components](#)

[FOIA Requests](#)

[No FEAR Act Data](#)

[Privacy and Legal Disclaimers](#)

[Site Map](#)

[Office of the Inspector General](#)

[The White House](#)

**ATLA Doc. No. 22040502. (Posted 4/5/22)**

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[READ MORE](#)

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# Request About Someone Else

Step 4 of 5 - Upload Supporting Information

1

2

3

4

5

## Upload Documents

If you have any additional documentation in support of your request, you may attach it here.



Please upload files to your request by [choosing a file here](#).

Maximum size: 25 Pages and 10MB per file

Accepted formats: PDF, JPG, JPEG

[Back](#)

[Next](#)

[Return to top](#)

[Topics](#) [Tools](#) [Submit Request](#) [My Requests](#)



U.S. Citizenship  
and Immigration  
Services



[Contact USCIS](#)



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[About USCIS](#)

[Accessibility](#)

[Budget and Performance](#)

[DHS Components](#)

[FOIA Requests](#)

[No FEAR Act Data](#)

[Privacy and Legal Disclaimers](#)

[Site Map](#)

[Office of the Inspector General](#)

[The White House](#)

[USA.gov](#)

National Terrorism Advisory  
System



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## Request About Someone Else

Step 5 of 5 - Review and Sign



### Subject Information

#### Description of Records Requested

[Edit](#)

Full Legal Name X, X  
Full Name at Time of Entry Into the United States  
Other Names Used in the Past  
Country of Birth AUSTRALIA  
Date of Birth 7/14/1996

#### Other Information About the Subject of Record

[Edit](#)

Father's Name X, X  
Mother's Name X, X  
Form I-94 Number  
USCIS Online Account Number  
Passport or Travel Document Number  
Application or Petition Receipt Number  
Alien Registration Number  
Family Members

#### Subject of Record Contact Information

[Edit](#)

Address X

Home Phone  
Mobile Phone  
Email Address

### Request Details

#### Documents Requested

[Edit](#)

Requested File Type I-130  
I-129  
Proof of LPR status

#### Processing Information

[Edit](#)

Circumstances  
Immigration Court Proceedings No

#### Uploaded Documents

[Edit](#)

Documents

### Requester Information

#### Contact Information

[Edit](#)

Full Legal Name X, X  
Address  
Home Phone  
Mobile Phone  
Email Address daniel@benson@gmail.com

### Requester's Statement and Signature



By my signature, I consent to pay all costs incurred for search, duplication, and review of documents up to \$25.

I have read and agree to the above statement \*

By entering your name, you are providing your electronic signature.

Type in your name to sign \*

[◀ Back](#)

[Submit Request ▶](#)

[Return to top](#)

[Topics](#) [Tools](#) [Submit Request](#) [My Requests](#)



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AIR

Doc No.

22040502

General (Posted 4/5/22)

Accessibility

No FEAR Act Data

The White House

Budget and Performance

Privacy and Legal Disclaimers

USA.gov

DHS Components

Site Map

National Terrorism Advisory System

BULLETIN

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