



*Embassy of the United States of America*  
**CONSULAR SECTION**  
**Duke Street VISA Entrance**

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LOCAL MAILING ADDRESS: AMERICAN EMBASSY, CONSULAR SECTION, P.O. BOX 10607, GEORGETOWN, GUYANA

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## **IMMIGRANT VISA GUIDELINES – GUYANA (GEO)**

By now you have received your immigrant visa appointment date and time information. On the day of your immigrant visa appointment, please remember that you must arrive at the time stated on your appointment letter. If you arrive after that time you will be rescheduled, possibly many months later.

You are responsible for ensuring that all required documents are available at the time of the interview. While you may have previously submitted the majority of required documents to the National Visa Center (NVC), there may still be additional documents that you need to bring with you to your interview. **Failure to bring all required documentation to the interview will result in a delay in visa issuance or a visa refusal.** The following documents must be available for the interview:

1. Appointment Letter
2. Passport(s) for all traveling applicants. Passports must be valid for six months beyond the intended date of entry into the United States. If you have children listed on your passport you must have them deleted.
3. Two Color photographs (2" x 2" or 50mm square)
4. Police Certificate(s) for any place you have resided for one year or more.
5. **Civil Documents: YOU WILL NOT RECEIVE YOUR UNITED STATES VISA without recently issued Guyanese birth certificates and marriage certificates.** All such documents should be newly issued or issued within the past two years. Bring photocopies of all original documents submitted.
  - a. Original birth Certificate(s) for both the petitioner and beneficiary. .
  - b. Marriage Certificate for all present and prior marriages, if applicable, for the petitioner and beneficiary.
  - c. Divorce decree for the petitioner and beneficiary for all prior marriages, if applicable.
  - d. Death certificate of spouse of the petitioner and beneficiary, if applicable.
6. DS-230 Parts I (signed) & II (not signed) for each traveling applicant. Ensure that you answer all questions completely and accurately. Download from <http://www.state.gov/documents/organization/81807.pdf>.
7. **DS-230 Supplemental Form for each traveling applicant signed and completed.** Download from <http://georgetown.usembassy.gov/guyana/img/assets/5816/ds230sup.pdf>.
8. Medical Examination Report (DS-2053, 3024, 3025 and 3026) for each traveling applicant. **Form DS-3025 must be done in duplicate for each traveling applicant.** Contact the Panel Physician to schedule your medical and obtain these forms. Download the Panel Physicians list from [http://georgetown.usembassy.gov/guyana/med\\_info.html](http://georgetown.usembassy.gov/guyana/med_info.html).
9. **Evidence of financial support.** Petitioners and joint sponsors commonly fail to understand what is required of them in terms of financial support. **Please review the financial support forms extremely carefully as incorrectly filled out forms will result in visa refusal.**
  - A signed Affidavit of Support form (I-864) from petitioner (**employed or unemployed**) and, **if required**, I-864/I-864A from joint sponsors and household members. Biological children of U.S. Citizens who will be under the age of 18 at the time of entry to the U.S. classified under IR2 should complete the form I-864W

instead of the I-864. K1 and K3 applicants should use the I-134 instead of the I-864 for the petitioner and joint sponsor.

- Certified copy of the **most recent** year of U.S. Federal Income Tax forms (**1040 and W-2**) or **tax transcript from the IRS. IRS screen prints are not acceptable.** Download these forms from [www.uscis.gov](http://www.uscis.gov).
  - Proof of legal status in the U. S. from all sponsor(s) and household members if their income is being used (a copy of the green card, naturalization certificate, or biographic page of US passport).
10. Evidence of ongoing relationship (applicants classified under CR1, IR1, CR2, IR2 step-parent, F1, F2A, F2B and F3).  
**Family-based cases:** All original documents used to establish the relationship between the petitioner and the applicant  
**Employment-based cases:** A recent letter from the prospective employer confirming the essential elements of the job offer.
11. Court and prison records, if applicable
12. Military records, if applicable

## **IMPORTANT NOTES:**

### **FEES**

The application fee is U.S. \$400.00 per person. If the petitioner has not paid the fees to NVC, the applicant must pay all applicable fees on the day of the appointment. The fee is non-refundable. Personal checks and credit union drafts are not acceptable. The fee may be paid in Guyana dollars or in U.S. dollars; only one currency may be used, not a combination of both. **If you do not pay the fees, you will not be interviewed and must wait for another appointment date.**

### **DOCUMENTS**

All documents not in English must be accompanied by a certified translation into English. Translations must be certified by a competent translator and sworn to before a Notary Public.

Originals and one photocopy of all required civil documents for applicant and petitioner (birth, marriage and death certificates) listed on your appointment instruction sheet must be shown to the consular officer, who can certify the photocopies. **If you do not bring photocopies, the originals will not be returned to you.**

Guyana birth and marriage certificates must have been issued no more than two years prior to the applicant's visa appointment. Failure to bring recently issued civil documents will delay your case. All cases require birth certificates for both the petitioner and the beneficiary. If you have not obtained recently issued civil documents you should bring your older documents with you.

Birth certificates alone do not establish biological relationships. You may wish to bring historical documents, such as, baptismal certificates, school records, photos, etc.

If the relative who filed the petition has become a U.S. citizen, bring a notarized copy of the naturalization certificate or official notification from the U.S. Department of Homeland Security (DHS) indicating that your relative is now a U.S. citizen.

### **FAMILY FIRST (F1) APPLICANTS WHO MAY BE ELIGIBLE FOR MARRIAGE**

This form is only applicable to the principal applicant (beneficiary) in F1 cases who are interested in getting married. Applicants who are interested in getting married are required to submit the completed form for a response prior to their immigrant visa appointment.

### **MARRIAGE BASED APPLICANTS: IR-1, CR-1, K-1 and K-3 visa classes**

If you are a marriage based visa applicant, bringing your spouse or fiancée (the petitioner) to your scheduled interview is likely to significantly shorten the amount of time needed to process your visa application. Therefore it is strongly recommended, but not required, that the petitioner attend the initial interview with you.

### **PERMISSION FOR MINOR CHILDREN TO GO TO THE U.S.**

A parent wishing to take a child under 16 to the United States must have permission from the non-immigrating parent or a Guyana court order granting sole custody and permission to take the child out of Guyana.

The non-immigrating parent may appear at this Embassy to give permission to go. If the parent is residing abroad they may go to a U.S. Embassy or Consulate to have their written consent notarized by a consular officer. If the parent is currently residing in the United States, they may provide notarized consent along with a copy of the biographical page of their passport.

### **EVIDENCE OF ONGOING RELATIONSHIP**

Unfortunately, we have found that there is great deal of fraud involved in relationships which confer immigration benefits. Certain types of documentation may be helpful in the adjudication of these types of cases. **Please do not create evidence on your relationship solely to show the consular officer. Bring items that you have collected through the natural course of the relationship that convincingly show you are in a relationship. Please do not include any lewd or pornographic pictures.**

#### **Possible evidence of relationship:**

- Photos from you and your spouse taken before, during and after the marriage.
- Birth certificates of any children born to you and your spouse.
- Copy of passport pages from any trips your spouse has taken to visit you, along with the biographic page.
- Any other convincing documentation, which shows that you and your spouse have continued your relationship since your separation.
- Any other convincing documentation, which shows you and your spouse, have a joint residence and have formed an economic and material union. These may include but are not limited to, Lease/Mortgage held jointly, Utility Bills, Evidence of Joint Accounts, etc.

Note: You are not required to bring all of these documents. Please bring whatever evidence you feel convincingly shows that you are in an ongoing relationship.

#### **Relationship between parents and children:**

Generally these documents should cover years prior to and a few years after the birth of the person whose relationship is in question.

- Hospital Records
- Baptismal Certificates
- School Records
- Childhood Immunization Records
- Bank Statement or other financial records
- Court Reports
- Correspondence - cards and letters
- Photographs

If you do not have any of the evidence listed above, the consular officer may recommend DNA testing. DNA testing must be supervised by this office.

Recently executed deed polls; testimonials or other new documents will not be acceptable for this purpose.

Please submit original documents and not photocopies. These original documents will be returned to you after they are reviewed.

### **AFFIDAVIT OF SUPPORT**

The Affidavit of Support I-864/I-864A must be signed and dated and a **copy is required for each traveling applicant**. Please consult the I-864 Affidavit of Support instruction sheet for more information. Note that if a household member is completing the I-864A, they must also provide proof of their legal status in the U.S.

If you have a joint sponsor they should include a letter stating their relationship to you or your family and why they want to sponsor you.

Biological children of U.S. Citizens who will be under the age of 18 at the time of entry to the U.S. classified under IR2 should complete the form I-864W instead of the I-864.

**NOTE:** The **I-134** (Affidavit of Support form) is only required for **K-1 and K-3** visa applicants.

### **PROHIBITED ITEMS**

The following are not permitted inside the Consular Section

1. All battery operated or electronic gadgets such as mobile phones, digital diaries, digital watches, pagers, cameras, audio/video cassettes, portable music players ( iPods, CD players and walkmans) portable digital storage (floppies, USB drives and CDs) laptops, personal digital assistants (palmtops, treo and Blackberry).
2. All bags such as travel bags, back packs, briefcases, suitcases, leather, jute or cloth bags and zip folders.
3. Any food item.
4. Sealed envelopes or packages.
5. Cigarettes / cigars / match boxes / lighters.
6. Any sharp objects such as scissors, pen knives, nail files, nail clippers or razor blades
7. Weapons or explosive material of any kind.
8. Items such as perfumes, lipsticks, nail polish and cosmetic including facial powder.

The list provided above is not finite. Other items may be prohibited based on security staff discretion.

Only a small ladies handbag and/or a plastic bag containing your application-related papers will be permitted.

***FAILURE TO COMPLY WITH THESE INSTRUCTIONS WILL DELAY YOUR VISA APPLICATION***