



## United States Consulate General – Hong Kong and Macau

26 Garden Road

Central, Hong Kong

Website: <http://hongkong.usconsulate.gov>

Email: Visa Inquiry Form at our Website

Fax: (852) 2147-3586

**Children under 14:** You and all family members aged 14 or older who are immigrating **MUST** appear in person for the interview. Children younger than 14 do not need to come for the interview **UNLESS** they are the principal applicants.

**Note to Macau Residents:** When traveling to Hong Kong for the visa interview, please use your Macau ID card at the immigration checkpoints. You should also obtain a “*Declaration Form for Holders of Macau Special Administrative Region Permanent Resident Identity Card to Hong Kong Special Administrative Region*” from Macau Immigration before boarding the ferry for Hong Kong. This document will allow you to depart Hong Kong after the visa interview as we will need to hold your passport. Please note that when you submit your passport during the visa interview, it will be held for several days before it is returned via mail.

**Document Checklist for the Day of the Interview:** Immigrant visa applicants should have all the following documents (if applicable) ready for submission at the time of their visa interview. Please note that your application may be refused if you are unable to submit any of the required documents:

- Immigrant Visa Application Processing Fees, see [http://travel.state.gov/visa/temp/types/types\\_1263.html](http://travel.state.gov/visa/temp/types/types_1263.html). The fee is required if applicant has not already paid to the National Visa Center.
- Travel documents, i.e. passports valid for six months beyond the intended date of entry into the United States and copies of the biographic data pages; **AND** any previous travel documents with expired and/or current U.S. visas in them.
- Identity cards for Hong Kong and/or Macau and photocopies of each card
- Two visa photographs; write your name in block letters on the back of the photos. Please see [http://travel.state.gov/visa/immigrants/info/info\\_3740.html](http://travel.state.gov/visa/immigrants/info/info_3740.html) for photo requirement.
- Original or Certified Copies of Birth, Adoption, Marriage, Divorce and Death Certificates if those documents have not been previously submitted to the National Visa Center.
- Hong Kong and Macau police certificates will be sent directly to the Consulate. Please make sure to bring any other police certificates that were not previously submitted to NVC (for example: police certificates from Mainland China, Philippines, Thailand, Canada, the U.K., Australia.)
- Certificates of trial, brief facts of case and/or court transcripts if you were ever convicted of a crime (with English translation if necessary).
- Medical examination forms for each applicant (forms should be in a sealed envelope issued by panel physician)

- If only one parent is immigrating to the U.S. with a child or if a child is being petitioned by one parent, you should be prepared to submit a notarized statement (with English translation) from the other parent giving permission for a child under 18 years of age to immigrate to the U.S. together with a copy of the other parent's Hong Kong/Macau identity card.
- Evidence of relationship between the principal applicant and the petitioner, as well as between the principal applicant and all beneficiaries (for example: family photographs, letters, phone bills, remittance receipts, joint assets, school records, etc.)
- Employment-based and Diversity Visa cases: Evidence to show the education and/or work experience required for employment-based and diversity (lottery) visas. Employment-based applicants need a recent notarized job offer from prospective employer stating the position and salary.
- Civil documents including birth, adoption, death, marriage, divorce, marriage termination and annulment originated from the Philippines must be issued by the National Statistics Office on official security paper.

Note: Documents issued in languages other than English should be translated into English and accompanied by a signed statement from the translator stating that the translator is proficient in both languages.

**Day of the interview:** The Immigrant Visa Unit personnel will do their best to process your visa application as quickly as possible on the day of the interview. Nevertheless, the process usually takes several hours. You may have to spend most of the day at the Consulate General before a decision is reached regarding your application. If unexpected complications arise, you may be asked to return to the Consulate General at another time.

### **Commonly Missing Items that Delay Visa Issuance:**

- *AFFIDAVIT OF SUPPORT & U.S. FEDERAL INCOME TAX RETURN (FORM 1040):*
  - Please confirm that the petitioner (and anyone else who has signed an Affidavit of Support Form I-864 or I-864A on your behalf) has already submitted a copy of his/her U.S. federal income tax return (Form 1040) for the tax year that was current when he/she signed the Affidavit. If the tax form was not previously submitted to the National Visa Center, the petitioner and any other sponsors should send their tax forms to you for submission during the visa interview.
  - Please note that we frequently see cases where the petitioner and/or spouse's income is not sufficient to meet U.S. poverty guidelines. Please make sure that if the spouse's income is being used on the Affidavit of Support, the spouse must complete form I-864A. Furthermore, if the petitioner and/or spouse has agreed in the past to act as a sponsor for other immigrants, those immigrants count towards the total household size. In such cases, it often is the case that the sponsor's income does not meet poverty guidelines and the visa has to be temporarily refused while the financial sponsorship issues are addressed. If you have doubts about whether your sponsor's income qualifies, we urge you to either (1) present evidence of your own personal assets as proof of your ability to self support in the U.S. or (2) obtain a separate affidavit of support from a person willing to act as a

joint sponsor for your family. Joint sponsors should complete form I-864, attach their most recent tax returns and W2 forms, provide evidence of assets, and submit proof of their legal status in the U.S.

- *POLICE CERTIFICATES*: If you are over 16, police certificates are required from your country of residence for the past 6 months and from all countries in which you have lived for more than 12 months after age 16. If you left mainland China after 1949 and were at least 17 years old at the time of your departure, you must obtain a police certificate from the Chinese Notary Public Office.
- *BIRTH CERTIFICATES*: Birth certificates must be issued by a government office from the country of birth. Applicants who were born in mainland China must obtain their birth certificates from the Chinese Notary Public Office. If you are unable to obtain your birth certificate, you should present written evidence from the issuing government authority that the certificate does not exist or is unobtainable (such as a Certificate of No Birth Record for applicants born in Hong Kong) AND secondary evidence such as a Certificate of Registered Particulars from the Hong Kong Immigration Department for use in lieu of the birth certificate.
- *COMPLETE DATE OF BIRTH ON PASSPORT OR TRAVEL DOCUMENT*: The Consulate General will not accept passports or travel documents showing just the applicant's birth year or otherwise incomplete date of birth. Applicants must obtain a new document reflecting the complete year, month, and day of birth.
- *CIVIL DOCUMENTS FROM THE PHILIPPINES*: All civil documents including birth, adoption, death, marriage, divorce, marriage termination and annulment originated from the Philippines must be issued by the National Statistics Office on official security paper. Please note that applicants who were born in the Philippines, carry passports issued by the Government of the Philippines or have had any marriage registered or terminated in the Philippines must complete a document verification process. Please see the instructions listed in Hong Kong's specific information on the State Department website under the National Visa Center's applicant document processing link: [http://travel.state.gov/visa/immigrants/info/info\\_3830.html](http://travel.state.gov/visa/immigrants/info/info_3830.html)
- *ORIGINAL OR CERTIFIED COPIES OF DIVORCE AND DEATH CERTIFICATES*: Proof that all prior marriages for both the applicant and petitioner have been legally terminated is required. Please make sure to submit all final divorce or death decrees (original or certified true copy) with English translations. Please note that if you have been married more than once, you must submit documents showing that EACH of your prior marriages has been terminated.
- *ADOPTION CERTIFICATES*: If you were adopted, please submit the final adoption certificate or decree (original and photocopy.) Please note that if you were adopted from mainland China and brought to Hong Kong, you may be asked to submit a Certificate of Registered Particulars.

**Immigrant Visa Delivery Services:** Hongkong Post will close its postal services counter at the Consulate General. December 21, 2012 will be the last day Hongkong Post collects the postage fee from successful immigrant visa applicants for visa delivery services.

Effective December 24, 2012, successful immigrant visa applicants will be instructed to return to the Consulate General to pick up their visas in person.

**Validity of visa:** Generally, an immigrant visa is valid for six months from the date of issuance, unless its validity is limited by medical or other restrictions.

**Applicants who delay processing of their application:** Your application will be cancelled if you do not pursue your case within one year of the date of your appointment letter. If you fail to apply for an immigrant visa and/or delay in submitting the documentation previously requested by a consular officer within one year, your registration as a visa applicant and your visa petition will be terminated.

**Applicants who do not appear for assigned appointments:** An applicant who fails to appear for his/her visa appointment must contact the Immigrant Visa Unit to reschedule, either by sending an email through the visa inquiry form on our website at <http://hongkong.usconsulate.gov> or by sending a fax to the Immigrant Visa section (852) 2147-3586. This policy also applies to applicants who appear late for their scheduled interview. Please note that if an interview is missed, it may take several months to reschedule an appointment, thereby significantly delaying your visa application. Any request to reschedule an appointment must be supported with a detailed justification.

Please **DO NOT** purchase an airline ticket, sell property or resign from your job until you have the visa in your hand. Even after you have been informed that your visa application has been approved, there can still be delays before the visa is actually printed.

For more information visit our website at <http://hongkong.usconsulate.gov>



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**十四歲以下兒童：** 你和所有超過十四歲辦理移民的家庭成員**必須要**出席面談。十四歲以下的兒童，若非主要申請人，均不用前來面談。

**澳門居民請注意：** 來香港辦理簽證面談時，請用你的澳門身份證過移民關卡，你亦要在澳門上船前索取「**澳門特別行政區永久性居民身份證持有人赴港申報表**」，因為在面談後我們需要保留你的護照，而這申報表可讓你離開香港。請留意：在面談時你要呈交你的護照，簽證需時數天，護照才郵寄發還。

**面談當天的文件目錄：** 移民簽證申請人應帶齊以下文件〈如適用〉在約見時遞交。請注意：如果未能呈交任何所需文件，你的申請書會被拒絕：

- 若果申請人未曾向國家簽證中心繳費，就需要繳交移民簽證申請處理費，費用參閱 [http://travel.state.gov/visa/temp/types/types\\_1263.html](http://travel.state.gov/visa/temp/types/types_1263.html)
- 旅行證件，即護照（護照的有效期，必需是預定進入美國時超過六個月）及其個人資料頁的副本，以及簽有已過期及／或仍有效之美國簽證的任何曾經用過的旅行證件
- 香港及／或澳門身份證及副本
- 兩張簽證照片，並將姓名用英文大寫字體寫在照片背面，相片規格請參閱 [http://travel.state.gov/visa/immigrants/info/info\\_3740.html](http://travel.state.gov/visa/immigrants/info/info_3740.html)
- 出生、領養、結婚、離婚和死亡證書正本或認證本，如果此等證書並未交到國家簽證中心
- 香港和澳門警方證書會直接寄來領事館。如有其他國家的警方證書 (例如: 中國大陸, 菲律賓, 泰國, 加拿大, 英國, 澳洲) 而未交到國家簽證中心, 請一同帶來
- 如果曾被定罪, 須呈交審訊證明書, 案情摘要及／或法庭謄本 (需要英文譯本)
- 每位申請人的身體檢查表格(表格需放在領事館指定醫務所的封密信封內)

- 如果只是父親或母親單方面帶同子女移民，或只由父或母提出申請，你應準備遞交由餘下一方的父或母的公證聲明〈附有英文翻譯本〉批准未滿 18 歲兒童移民到美國、及該父或母的香港／澳門身份證副本
- 原申請人及申請人，及主要申請人與任何受益人的關係證明〈例如：家庭照片、書信、電話單、匯款單、共同資產、學校記錄等等〉
- 工作移民簽證及抽籤移民簽證：要證明所需的教育程度及／或工作經驗。工作移民簽證要有經公證的最新聘書，註明工作職位及薪酬
- 在菲律賓發出的公民文件，包括出生證明、領養證明、死亡證明、結婚證書、終止婚姻及取消婚姻證明，必須由國家統計署簽發及印在法定的安全紙上

注意：非英文語文的文件，則應翻譯成英文，並附上有翻譯者簽名的聲明，說明翻譯者皆精通兩種語言。

**面談日：**移民簽證部職員在面談當天會盡快處理你的簽證申請書，無論如何，處理簽證通常需幾個小時，你可能要逗留在領事館大半天才知道決定。如有預料不到的複雜問題產生，你要再到領事館。

### **這是通常欠缺的項目令到簽證延遲簽發：**

- **經濟擔保書及美國聯邦所得稅報稅單〈1040 表格〉：**
  - 請向原申請人〈及任何人為你簽署經濟擔保書 I-864 或 I-864A 表格〉肯定是否已呈交在簽署經濟擔保書當時的稅務年度之美國聯邦所得稅報稅單〈1040 表格〉副本。如果報稅單之前沒有遞交到國家簽證中心，原申請人和其他擔保人應將報稅單寄給你以便在約見時提交。
  - 請注意我們經常遇到原申請人和 / 或配偶的入息不符合美國貧窮線標準。如果配偶的收入用來做經濟擔保，配偶一定要填寫 I-864A 表格。假若原申請人和 / 或配偶以前已同意為其他移民作擔保人，這些移民人數將計算入總家庭人口，在此情況下，擔保人的收入未必能符合貧窮線標準，基於經濟原因會暫時拒絕簽證。如你對經濟擔保人的入息資格有疑問，我們要求你〈1〉出示個人資產，證明你有能力在美國自我擔保或〈2〉尋找願意作為共同擔保人的一份獨立擔保書。共同擔保人要填妥 I-864 表格，附有最近稅務年度的報稅單和 W2 表格，資產證據，和提交在美國的合法身份證明。

- **警方證明**：如果你年滿 16 歲，需要有過去半年居住地及 16 歲以後曾居住超過一年的所有國家的警方證明。如果你在 1949 年後離開中國大陸，而當時已年滿 17 歲，則你必須向中國公證部門申請警方證明。
- **出生證書**：出生證書必須由出生地的政府機構簽發。在中國大陸出生的申請人，必須向中國公證部門申請出生證書。如果無法取得出生證書，你必須出示由該出生地政府提供的書面文件，證明該出生證書不存在或無法取得 (例如香港出生的申請人要出示無出生記錄證書)，**和**要提交次要證據，例如由入境事務處發出的人事登記事項證明書，代替出生證書。
- **完整出生日期的護照或旅行證件**：領事館不接受只顯示申請人的出生年份或者出生日期不完整的護照或旅行證件，申請人必須取得反映完整出生年、月、日的新證件。
- **菲律賓公民文件**：所有菲律賓發出的公民文件，包括出生、領養、死亡、結婚、離婚、終止婚姻及取消婚姻證明書，必須由國家統計署簽發及印在法定的安全紙上。請注意：在菲律賓出生，或持有菲律賓護照或在菲律賓註冊結婚或終止婚姻的申請人一定要完成文件核對過程。請參閱國務院網頁國家簽證中心的香港特別資料 [http://travel.state.gov/visa/immigrants/info/info\\_3830.html](http://travel.state.gov/visa/immigrants/info/info_3830.html)
- **離婚及死亡證明的正本或認證本**：需要證明申請人及原申請人所有以前婚姻已經合法終止。請確定提交所有離婚或死亡證書 (正本或認證本) 及英文翻譯。請注意：如果你結婚超過一次，你一定要提交文件證明每段婚姻經已終止。
- **收養證書**：如果你是被收養，請提交最終收養證書或判決書 (正本和影印本)。請注意：如果你是在中國大陸被收養後而帶來香港，你或會被要求提交登記事項證明書。

**移民簽證郵遞服務**：香港郵政將關閉其在總領事館的郵政服務櫃檯。並於 2012 年 12 月 21 日為最後一天向獲發移民簽證的申請人收取簽證遞送服務的郵費。

2012 年 12 月 24 日開始，獲發移民簽證的申請人需要按指示返回領事館拿回他們的簽證。

**簽證有效期**：一般而言，移民簽證由發出日起計有效六個月，除非由於體格檢查或其他限制縮減簽證有效期。

**申請人延遲辦理申請書**：由約見信日期起計，如果一年內你不繼續辦理，你的申請書會被取消。如果你疏忽辦理移民簽證和 / 或在一年內延遲遞交領事要求的文件，你的簽證登記和簽證申請書將被終止。

**申請人沒有出席指定約見：**申請人不出席簽證約見面談一定要聯絡移民簽證部再作安排，可經領事館網頁內簽證查詢表格或傳真到移民簽證部 (852) 2147-3586。此政策亦適用於在約見日遲到的申請人士。請注意：如果錯過面談，申請將會延誤，重新安排約見可能需時多月，要求重新安排面談需有詳細合理的理由。

就算已經通知你的簽證申請獲得批准，在未取得簽證在手以前，請不要購買飛機票，出售物業或辭工，因有可能延遲簽發簽證。

更多資料可參閱 <http://hongkong.usconsulate.gov>