



Jan. 2019

**INSTRUCTIONS FOR FIANCE(E)**  
**VISA APPLICANTS (Packet 3)**

This office has received evidence entitling you to a K1 nonimmigrant visa to travel to the United States to marry an American citizen. While no assurance can be given regarding the date of your visa interview, you should now prepare for that appointment by taking the following **THREE** steps:

**FIRST:** Complete the DS-160 Form online at <https://ceac.state.gov/genniv/> for yourself and each child applying for a visa with you. Please make sure you print the confirmation page to bring on the day of your interview.

**SECOND:** Obtain the following original documents or certified copies for yourself and for each family member who will accompany you to the United States. All documents that pertain to your case are required, even if they were previously submitted to the Immigration and Citizenship Service with your petition. **Do not send the documents to the consular office. Keep them for presentation at the time of the visa interview.**

- 1. PASSPORTS:** A passport must be valid for travel to the United States and must have at least six months validity beyond the issuance date of the visa.
- 2. BIRTH CERTIFICATES:** The original or certified copy of the birth certificate of each person named in the application, including the person who filed the original petition, is required. Birth records must be presented for all unmarried children under age 21, even if they do not wish to immigrate at this time (if children are deceased, so state giving year of death). The certificate must state the date and place of birth and the names of both parents. The certificate must also indicate that it is an extract from official records. If you or any children were adopted, you must submit a certified copy of the final adoption decree.

*Unobtainable birth certificate:* Your birth record may not be obtainable because, e.g., your birth was never officially recorded; your birth records have been destroyed; or the appropriate government authority will not issue one. In such a case, please obtain a certified statement from the appropriate government authority stating the reason your birth record is not available. With the certified statement you *must* present secondary evidence such as: a baptismal certificate that contains the date and place of birth and both parent's names providing the baptism took place shortly after birth; an adoption decree for an adopted child; or an affidavit from a close relative, preferably the applicant's mother, stating the date and place of birth, both parent's names, and the mother's maiden name. An affidavit must be executed before an official authorized to take oaths or affirmations. Information regarding the procedures for obtaining birth certificates is usually available from the embassy or consulate of the country concerned.

- **3. POLICE CERTIFICATES:** Police certificates are required for each visa applicant aged 16 years or older. The table below shows how many police certificates are required based on where each applicant lives and has lived previously. Present and former residents of the United States should NOT obtain any police certificates covering their residence in the U.S.

The police certificate must cover the entire period of the applicant’s residence in that area, and state what the appropriate police authorities’ records show concerning each applicant, including all arrests, the reason for the arrest(s), and the disposition of each case of which there is a record.

Information on how to obtain police certificates for a specific country is available at the State Department’s [Visa Reciprocity and Country Documents Finder](#) website.

Note: Police certificates from certain countries are unavailable.

If you are 16 years of age or older, you must submit a photocopy of a police certificate from all countries you have lived in using below criteria:

<b>IF the applicant...</b>	<b>AND...</b>	<b>THEN the applicant needs a police certificate from...</b>
has lived in his/her country of nationality for more than <b>6 months</b>	at any time in his/her life	the police authorities of his/her country of nationality
has lived in his/her country of current residence (if different from nationality) for more than <b>6 months</b>	is 16 years old or older	the police authorities of his/her country of current residence
lived in another country for more than <b>12 months</b>	was 16 years or older at that time	the police authorities of that country.
was arrested for any reason, regardless of how long they lived there	was any age at that time	the police authorities of that country.

**Please note: We require two police certificates from Italy:**

- 1) Certificato del Casellario Giudiziale**
- 2) Certificato dei Carichi Pendenti**

- **4. COURT AND PRISON RECORDS:** Persons who have been convicted of a crime must obtain a certified copy of each court record and of any prison record, regardless of the fact that they may have benefited subsequently from an amnesty, pardon, or other act of clemency. Court records should include complete information regarding the circumstance surrounding the crime of which the applicant was convicted and the disposition of the case, including sentence or other penalty or fine imposed.
- **5. MILITARY RECORDS:** Persons who have served in the military forces of any country must present a certified copy of their military record.
- **6. PHOTOGRAPHS:** You and each immigrating family member, regardless of age, should bring six glossy, unretouched, unmounted color photographs, 50mm x 50mm (1”x 13/8”) with

a white background. Face size should be about 30mm (one inch), from the top of head to chin. The subject's head should be shown in frontal view, showing the entire face. Do not wear earrings or eyeglasses.

- **7. TERMINATION OF MARRIAGE DOCUMENTS:** Proof of the termination of any previous marriage of the petitioner, the applicant, and any children under age 21 must also be submitted (e.g., original or certified copies of death certificate of spouse, final decrees of divorce or annulment). The divorce certificate must include the filing date.
  
- **8. EVIDENCE OF SUPPORT:** Evidence that shows the applicant(s) is/are not likely to become a public charge in the United States. Petitioners are required to also attach copies of IRS Tax Transcript as evidence of their income. Such evidence may also include documentary proof of petitioner's personal assets that would be available in the United States. An Affidavit of Support Form I-134 is required. Please download the most updated version of I-134 at [www.uscis.gov](http://www.uscis.gov) under forms.
  
- **9. TRANSLATIONS:** All documents not in English or Italian must be accompanied by certified English translations. Translations must be certified by a competent translator and sworn to before a Notary Public.

**One copy of each document, except photographs, must be submitted with the visa application. You are advised, however, to obtain the necessary documents in duplicate, as this will enable you to provide identical copies in the event the first set is lost or damaged.**

**STEP 3:** As soon as you have obtained all the documents that apply to your case, please go to the following website <https://usvisa-info.com/> to pay and schedule your K visa appointment.

### WHAT HAPPENS NEXT

You will be required to register for courier service and pay the \$265 K1 visa fee online at <https://usvisa-info.com/>. You will need your case number, which begins with NPL, in order to complete your online registration.

Please refer to our website, <https://it.usembassy.gov/visas/iv/>, or to the Department of State website, <http://travel.state.gov/content/visas/english/immigrate.html>, for general information. If you need to contact the immigrant visa section, you should email us at [IVNaples@state.gov](mailto:IVNaples@state.gov).