



FAMILY BASED IMMIGRATION INTAKE FORM

SECTION 1: READ THE FOLLOWING FIRST

Front and Back

1. **Notices and Disclaimers:**

PRIVACY ACT STATEMENT: AUTHORITY 5 USC 301, Departmental Regulations: 10 USC 1044; and 32 CFR Part 727, Legal Assistance. **SYSTEM OF RECORDS NOTICE: N05801-2. ROUTINE USE(S)** Information provided is used to provide an administrative record for use by attorneys and clerical personnel directly involved in providing legal assistance, to manage internal counsel assignment, and for internal management of the office to include periodic workload productivity and statistical reports.

MANDATORY /VOLUNTARY DISCLOSURE CONSEQUENCES OF REFUSAL TO DISCLOSE: Disclosure of requested information is voluntary, but failure to provide such information may limit the Legal Assistance Office’s ability to aid.

DISCLAIMER: Completing this form alone does not create a client relationship. To form a client relationship, you must meet with an immigration paralegal. The paralegal will use this form to screen your eligibility and immigration matter to become a client of this office for immigration services. If qualified, the paralegal will assist you with the proper process, immigration forms, filing fees and supporting documents. If paralegal cannot assist you, then you may refer to external immigration counsel. If you or your family member currently have outside counsel for the immigration issue you are here for, then the paralegal cannot assist you.

2. **I have read and understand the above notices and disclaimer. I affirm that the information below is true and complete to the best of my knowledge and belief.**

***Your signature** _____ **Date:** _____ (mm/dd/yyyy)_____

SECTION 2: INFORMATION ABOUT YOU – THE SERVICE MEMBER

PLEASE PRINT LEGIBLY

1. Rank: _____ Active Duty Retired Branch of Service _____ Expected EAS Date: _____

2. DODID _____

3. Name (Last, First, Middle): _____

4. Complete Address: _____

5. Email Address(s): _____

6. Phone(s): _____

7. **Date of Birth (mm/dd/yyyy):** _____ **Country of Birth:** _____

8. Marital Status: _____ Any prior marriages? _____

9. Current Spouse complete name: _____

10. Prior Spouse complete name: _____

11. Any children from prior marriages? _____ If yes, then provide ages and country of birth:

12. If U.S. Citizen: Born Naturalized or Permanent Resident (green card) _____

13. Have you ever petitioned for anyone else in the past? (Or now): Yes No. If yes, then state who it was, type of petition, when did you petition for that person(s) and what were the results / if approved, denied, or currently pending:



SECTION 3: INFORMATION ABOUT THE QUALIFIED FAMILY MEMBER

- 1. Name (Last, First, Middle): _____
- 2. Relationship to Service Member: _____
- 3. Complete address: _____

- 4. Email Address(s): _____
- 5. Phone(s): _____
- 6. **Date and Country of Birth:** _____
- 7. Current Legal Status in US: _____ **A Number) (if any):** _____

IMMIGRATION HISTORY

- 1. Date you first entered the U.S.: _____ Last time you entered the U.S.: _____
- 2. Status of your last entry into the U.S? Visa (tourist or other) No legal documents
- 3. Either of your parents US Citizens **before you were 18 years old** _____
- 4. Have you ever been ordered removed or deported from the U.S. _____
- 5. Have you ever been in immigration court proceedings? _____
- 6. Have you ever been arrested for anything anywhere in the world? _____
- 7. Do you have any current or past traffic violations of any sort? _____

If yes to any of the above, please provide details below:

- 8. Has anyone ever filed any immigration application or petition on your behalf? _____
- 9. Were either of your parent U.S. citizens before your 18th birthday? _____
- 10. Are you married? _____ If yes, when and where: _____
- 11. Current Spouse's Name: _____
- 12. How many times have you been married: _____
- 13. Children with current spouse? _____ If yes, then provide ages and country of birth:

- 14. Children from prior marriages? _____ If yes, then provide ages and country of birth:

