

B. Instructions for Form(s) I-485, I-191, I-601, I-602, I-881, EOIR-40, EOIR-42A, or EOIR-42B

In addition to filing your application(s) with the Immigration Court and serving a complete copy of any such application(s) on the appropriate Immigration and Customs Enforcement (ICE) Office of Chief Counsel, **you must also complete the following requirements** before the Immigration Judge can grant relief in your case:

SEND these 5 items to the address below:

- (1) A clear copy of the entire application form(s) that you will be filing or have filed with the Immigration Court. (Do not submit any documents such as attachments – send only the completed form itself),
- (2) The appropriate application fee(s) or the Immigration Judge’s order granting your fee waiver. (The fee can be found in the instructions with the application, the regulations, and at www.uscis.gov or for the EOIR forms, at www.usdoj.gov/eoir),
- (3) The mandatory \$85 USCIS biometrics fee,
- (4) A copy of Form G–28 (Notice of Entry of Appearance as Attorney or Accredited Representative) if you are represented, and
- (5) A copy of these instructions.

**USCIS Texas Service Center
Attn: EOIR
6046 N Belt Line Rd. STE 485
Irving, TX 75038-0017**

All fees must be submitted in the form of a check or a money order (or separate checks/money orders) and be made out to: “Department of Homeland Security.”

After the 5 items are received at the USCIS Texas Service Center, **you will receive:**

- A **USCIS fee receipt notice** showing that you have paid the application fee (unless waived) and the mandatory biometrics fee. **Keep a copy for yourself.**
- A **USCIS notice with instructions to appear** for an appointment at a nearby **Application Support Center (ASC) for collection of your biometrics** (such as your photographs, fingerprints, and signature). This notice contains your important USCIS application receipt number which must be presented to the ASC. Your dependents will receive separate ASC notices if they are required to provide biometrics. If you do not receive this notice in 3 weeks, call (800) 375-5283. If you also apply for asylum, take **both** scheduling notices to your ASC appointment (*see* side A). **Keep copies of all ASC scheduling notices for your records.**

You (and your dependents) must then:

- **Attend** this ASC biometrics appointment and obtain a **biometrics confirmation** document from the ASC,
- **File** the following with the Immigration Court within the time period directed by the Immigration Judge: (1) the original **application Form**, (2) all **supporting documentation**, and (3) the **USCIS fee receipt notice** that serves as evidence that you paid the filing fees (unless the Immigration Judge granted you an application fee waiver), **and**
- **Retain** your **ASC biometrics confirmation** as proof that your biometrics were taken, and bring it to your future Immigration Court hearings.

DO NOT SUBMIT THE ORIGINAL APPLICATION TO USCIS. DO NOT SUBMIT ANY APPLICATIONS TO THE TEXAS SERVICE CENTER (TSC) ADDRESS SHOWN ABOVE OTHER THAN THOSE APPLICATIONS LISTED. ALL OTHER APPLICATIONS, INCLUDING APPLICATIONS FOR EMPLOYMENT AUTHORIZATION AND IMMIGRANT PETITIONS, WILL BE RETURNED TO YOU IF SENT TO THE TSC ADDRESS SHOWN ABOVE. FOR SUBMITTING APPLICATIONS NOT LISTED ON SIDE A OR SIDE B OF THIS PAPER, PLEASE FOLLOW THE INSTRUCTIONS THAT ACCOMPANY THE APPLICATION.

Important: Failure to complete these actions and to follow any additional instructions that the Immigration Judge has given you could result in delay in deciding your application or in your application being deemed abandoned and dismissed by the court.

Revised 8/5/20