



### **918 Checklist**

#### Documents to Obtain

The officer's signature will expire in 180 days: \_\_\_\_\_

In some cases, you may be eligible to include a spouse, unmarried children under 21 and sometimes parents or siblings. There may be additional costs to add derivative family members.

\_\_\_\_\_ \$\_\_\_\_\_ Payment for Legal Service

\_\_\_\_\_ **\$930** Money Order for the waiver (Form I-192) payable to: **US Department of Homeland Security.**  
(You may qualify for a fee waiver if you are receiving public benefits, use Form I-192)

\_\_\_\_\_ Completing a background is highly suggested.

\_\_\_\_\_ Your appointment to complete forms is: \_\_\_\_\_

\_\_\_\_\_ 2 Passport Style Photos (size 2x2)

\_\_\_\_\_ A copy of your Birth Certificate

\_\_\_\_\_ A copy of your marriage certificate or divorce (if applicable)

\_\_\_\_\_ A copy of your children's birth certificates of all children (if applicable)

\_\_\_\_\_ A copy of the biographical page of your unexpired passport. If you don't have a passport, it is strongly suggested that you apply for one now.

\_\_\_\_\_ **If you have ever been arrested by police:** County Courthouse Records - if you have never been arrested you do not have to obtain any documents from the county courthouse.

\_\_\_\_\_ **If you have ever been arrested by immigration:** Please bring any documents you have received from an immigration officer, judge or agent.

\_\_\_\_\_ I-192 - Declaration to support a waiver prepared in our office explaining why you wish to be granted a pardon. This waiver is required if you have entered illegally, overstayed a visa, committed a crime, etc.

\_\_\_\_\_ Evidence to support your waiver declaration.

Evidence of medical hardship

Photos of you and your family

Proof of income/current job

Proof you pay taxes

Evidence of continued medical treatment

Diplomas/degrees of special education

Evidence of your community ties, church letter

Letters of support from family and friends that you are a good person

\_\_\_\_\_ **If you have not yet brought the following:**

A declaration detailing how you were a victim of a crime.	Photographs of the abuse (if applicable)
The name & phone # of the District Attorney or Investigating Officer	Letter from therapist or Social Worker Letter
Police Report of the incident	Criminal Disposition / Criminal Docket/Minutes of Abuser
Medical record if you sought medical treatment	Restraining Order (if applicable)
Proof that you have been cooperative with the investigation	Letters from family / friends who know of the victimization.