



CHECKLIST AND WORKSHEET TO BE COMPLETED FOR APPOINTMENT DAY

➤ **FOR YOUR APPOINTMENT, PLEASE BRING ORIGINALS AND FOTOCOPIES OF THE FOLLOWING DOCUMENTS:**

- Permanent Resident Card (Green card)
- All passport(s) used since becoming a lawful permanent resident
- Two (2) passport photos
- Drivers license or state issued identification
- Social Security card or number
- Dates of **ALL** trips taken outside the United States since becoming a permanent resident
- Addresses and dates of residences for the past five years
- List of employers for the past five years, including business name, address and dates
- All marriage and all divorce certificates or death certificate for former spouse(s)
- Spouse's green card or Certificate of Naturalization (if applicable)
- Spouse's Social Security number, Alien Registration number and date of birth (if applicable)
- Children's (under 18 years old) birth certificates and green cards (s) (if applicable)
- Court disposition(s) or arrest records of all criminal arrests/convictions (if applicable)
- Request the Tax Transcripts (Tax return) for the last 5 years to the I.R.S. at (1-800-829-1040) or at 59 -17 Junction Blvd., Rego Park, NY, 11368, before the appointment:
- Selective Service registration only for males living in US between ages 18-26.
- Personal check or money order to U.S. Department of Homeland Security for: \$680 Six hundred eighty.

(All documents must include an English translation **)**

If you are applying for naturalization **before 4 years 9 months AND you are still married to US Citizen**, please bring these additional documents:

For last 3 years 2010, 2011, AND 2012:

1. Transcripts (**Tax return**) AND W2s (to request your transcripts, (**Tax return**) please call the IRS at 1-800-829-1040)
2. Joint bank statements AND Bank letter AND cancelled checks
3. Common children's birth certificates and green cards (s) (if applicable)
4. Utility bills: example – gas, electric, telephone, cable
5. Joint health insurance coverage
6. Life Insurance
7. Credit card statements
8. Lease, mortgage, house deed, joint ownership of any real estate

REVERSE SIDE MUST BE COMPLETED BEFORE APPOINTMENT

Name: _____ Social Security Number _____

Height: _____ Weight: _____ Hair color: _____ Eyes color: _____ Are either of your parents U.S. citizens?: _____

Part 6. Where have you lived during the last five years? Begin with where you live now.

Street number and name, Apartment number, City, State, Zip Code, and Country.	Dates (mm/dd/yyyy)	
	From	To

B. Where have you worked, (if you were a student, what schools did you attend) during the last five years?

Employer or School name	Employer or School Address (Street, City, and State)	Dates	(mm/dd/yyyy)	Your Occupation
		From	To	

Part 7. Time Outside de United States (Including Trips to Canada, Mexico and the Caribbean Islands).

Date You Left the United States (mm/dd/yyyy)	Date You Returned to the United States (mm/dd/yyyy)	Did Trip Last Six Months or More?		Countries to Which You Traveled	Total Days Out of the United States
		☐ YES	☐ NO		
		☐ YES	☐ NO		
		☐ YES	☐ NO		
		☐ YES	☐ NO		
		☐ YES	☐ NO		
		☐ YES	☐ NO		
		☐ YES	☐ NO		
		☐ YES	☐ NO		

Part 9. Information About Your Children

Full Name of Son or Daughter	Date of Birth (mm/dd/yyyy)	USCIS A- number (if child has one)	Country of Birth	Current Address (Street, City, State and Country)

Information about your spouse (A): Spouse’s Name: _____

Spouse’s date of birth: _____ Date of Marriage: _____ Spouse Social Security Number : _____
mm/dd/yyyy mm/dd/yyyy

Spouse’s Alien Registration # _____ y/o Naturalization _____
Date (mm/dd/yyyy) Place: (City and State)

If you or your current spouse were previously married:

Name of prior spouse: _____ Date of prior marriage: _____
mm/dd/yyyy

Date of prior marriage ended: _____ How marriage ended(circle one): __ Divorce __ Deceased