

**Form N-470**  
**Instruction Table of Change**  
**OMB Control Number 1615-0056**  
**May 26, 2011 (EDITS SINCE 60 DAY PUBLIC COMMENT)**

<b>LOCATION</b>	<b>CURRENT VERSION</b>	<b>PROPOSED VERSION</b>
<p><b>Page 1, Instructions</b></p>	<p><b>Instructions</b></p> <p><b>Please read these instructions carefully to properly complete this form. If you need more space to complete an answer, use a separate sheet(s) of paper. Write your name and Alien Registration Number (A Number), if any, at the top of each sheet of paper and indicate the section and number of the item to which the answer refers.</b></p>	<p><b>DELETE</b></p>
<p><b>Page 1, What Is the Purpose of This Form?</b></p>	<p><b>What Is the Purpose of This Form?</b></p> <p><b>Instructions</b></p> <p>Use Form N-470 to preserve your lawful permanent resident status for naturalization purposes.</p> <p>In certain limited situations, a person may be able to preserve residency, previously accumulated for naturalization purposes, even though he or she may be residing outside the United States for longer than 1 year. Thus the time spent abroad may be counted toward the residency requirement.</p> <p>These cases involve persons employed in specific jobs in the United States government and private sector as well as religious organizations.</p>	<p><b>The Purpose of Form N-470</b> [first heading]</p> <p>This form is for a permanent resident alien who must leave the United States for certain employment purposes and wishes to preserve his or her continuous residence to pursue naturalization.</p> <p>You may be able to preserve continuous residency (previously accumulated for naturalization purposes) even though you may be residing outside the United States for longer than 1 year. The time spent abroad may be counted toward your residency requirement if you file a Form N-470.</p>

	<p>To obtain approval to preserve residency, such permanent residents must file a Form N-470 application before departing from the United States.</p> <p>The regulations are different for religious workers proceeding abroad to perform religious duties. Religious workers may apply before or after departure, or after return to the United States. They are not required to have lived in the United States for a specific period of time prior to filing Form N-470.</p> <p>Filing a Form N-470 does not relieve a permanent resident from obtaining a reentry permit, in advance of trips outside the United States for 1 year or more, nor does it relieve the applicant from the naturalization law's physical presence requirement.</p> <p>An applicant qualifying for the residency preservation may extend the benefit to his or her spouse and dependent children who are all members of the same household and have lived with the principal applicant while abroad.</p> <p>Another exception to the residency requirement is made for alien members of the U.S. Armed Forces. A permanent resident employee of the U.S. government abroad who has filed a Form N-470 is considered physically present in the United States during such employment abroad. He or she does not need</p>	
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	<p>to obtain a reentry permit.</p> <p><b>NOTE:</b> As a naturalization applicant, you may be eligible for expeditious processing if your U.S. citizen spouse is employed outside the United States as a missionary, or by a U.S. corporation or as a member of the U.S. military. For additional information, call our National Customer Service Center at <b>1-800-375-5283</b> or visit our Internet Web site at <b>www.uscis.gov</b>.</p>	
		<p><b>Who Should File This Form</b> [second heading]</p> <p>You should file this form if you meet <b>all</b> of the requirements below:</p> <ol style="list-style-type: none"> <li><b>1.</b> You must have been physically present and residing in the United States for an uninterrupted period, <b>without any absences whatsoever</b>, for at least 1 year after your admission as a permanent resident (except religious workers);</li> <li><b>2.</b> You will be absent from the United States for 1 year or more;</li> <li><b>3.</b> You have qualifying employment in a specific job with the U.S. Government, private sector, or religious organization; <b>and</b></li> <li><b>4.</b> You want to preserve your continuous residence for naturalization purposes.</li> </ol> <p>If USCIS approves your Form N-470, your spouse and dependent</p>

		<p>unmarried son(s) or daughter(s) will receive the same benefit. All of them must be members of the same household and reside with you while you reside abroad.</p> <p><b>NOTE: You must still apply for a reentry permit in advance of trips outside the United States that you expect to last for 1 year or more. Approval of Form N-470 does not exempt applicants from the physical presence requirements for naturalization unless they are employed by, or under contract with the U.S. Government.</b></p> <p><b><u>Continuous residency requirements for Form N-400</u></b></p> <p>Generally, applicants who file a Form N-400 must reside in the United States for 5 years immediately preceding the date of filing. Additionally, USCIS requires applicants to have been physically present in the United States for at least 30 months of those 5 years.</p> <p><b>NOTE: Qualifying spouses of U.S. citizens</b> who file Form N-400 must reside in the United States for 3 years immediately preceding the date of filing. Those spouses are required to have been physically present in the United States for at least 18 months of those 3 years.</p> <p>Permanent residents who remain outside the United States for more than 1 uninterrupted year will disrupt their residency requirement unless they are the</p>
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		<p>beneficiaries of an approved Form N-470.</p> <p><b><u>Exception for member of the U.S. Armed Forces</u></b></p> <p>If you are a member of the U.S. Armed Forces, filing your Form N-470 will allow you to be considered continuously physically present in the United States while you are stationed overseas and serves to preserve your continuous residence.</p> <p><b><u>Exception for spouse of U.S. Citizen employed by the U.S. Government, American institution of research, or an American firm engaged in development of foreign trade with the United States</u></b></p> <p>A spouse of a U.S. citizen who is eligible for naturalization under Section 319(b) of the Immigration and Nationality Act (INA) is not required to file Form N-470 to preserve continuous residence as such spouses are exempted from establishing the naturalization residency and physical presence requirements.</p>
<p><b>Page 1, When Should I Use Form N-470?</b></p>	<p><b>When Should I Use Form N-470?</b></p> <p>Generally, applicants for naturalization must reside in the United States for 5 years (3 years if qualifying under the citizen-spouse exemption) immediately preceding the date of filing an application for naturalization. Additionally, naturalization applicants are required to have</p>	<p><b>When To File</b> [sixth heading]</p> <p><b>1.</b> Generally, you must have been physically present and residing in the United States for an uninterrupted period, <b>without any absences whatsoever</b>, for at least 1 year after your admission as a permanent resident before you can file Form N-470.</p>

<p>been physically present in the United States for at least 30 months of those 5 years (18 months if eligible under the citizen-spouse exemption).</p> <p>Permanent residents who remain outside the United States for more than 1 uninterrupted year will disrupt their naturalization residence requirement, unless they are the beneficiaries of an approved Form N-470.</p> <p>You should use Form N-470 if you are a lawful permanent resident (permanent resident) who will be absent from the United States for more than one year due to qualifying employment and you want to preserve your residence for naturalization purposes.</p> <p>Please note that in most cases you must have been physically present and residing in the United States for an uninterrupted period, <b>without any absences whatsoever</b>, for at least 1 year after your admission as a lawful permanent resident before you can file Form N-470.</p> <p>In addition, you must submit the Form N-470 to USCIS before you have been absent from the United States for a continuous period of 1 year. However, if your absence from the United States is, was or will be solely as a clergyman or clergywoman, missionary, brother, nun or sister of a religious denomination or interdenominational mission organization having a bona fide</p>	<p>2. You do not have to be in the United States to file Form N-470, but you must file it before you have been absent from the United States for a continuous period of 1 year.</p> <p><b>Religious Workers Exception to the 1 Year Absence Requirement</b></p> <p>Religious workers may apply:</p> <ol style="list-style-type: none"> <li>1. Before departing from the United States;</li> <li>2. After departing from the United States; <b>or</b></li> <li>3. After returning to the United States.</li> </ol> <p>Religious workers are not required to have lived in the United States for a specific period of time prior to filing Form N-470.</p>
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	<p>organization within the United States, you may file this application before or after an absence of 1 year or more.</p> <p>For additional information regarding qualifying employment and eligibility, see <b>Step 1</b> of these instructions.</p>	
		<p><b>General Instructions</b> [Third heading]</p> <p><b>1. Type or print clearly using black ink.</b> Keep all information within the area provided.</p> <p>If extra space is needed to answer any question, attach an additional sheet(s) of paper. You must provide the following information on the top of each sheet of paper:</p> <ul style="list-style-type: none"> <li><b>A.</b> Your Alien Registration Number (A-Number);</li> <li><b>B.</b> The date;</li> <li><b>C.</b> Question number ; <b>and</b></li> <li><b>D.</b> Your signature.</li> </ul> <p><b>2. Answer all questions fully and accurately.</b> Write “N/A” if an item is not applicable. Write “None” if the answer is none.</p> <p><b>3. Avoid highlighting, crossing out, or writing outside the area provided for a response.</b></p> <p>If you must make substantial corrections to your Form N-470, USCIS recommends that you begin with a new Form N-470 rather than using correction tape or fluid to white out information. USCIS scanners may see through the white correction tape or fluid. This may lead to incorrect</p>

		<p>information being captured in USCIS systems which may cause processing delays or a rejection (not acceptance) of your Form N-470.</p> <p>Ensure that you are using the correct edition of the Form N-470. The correct edition is available on the USCIS Web site at <a href="http://www.uscis.gov">www.uscis.gov</a>.</p> <p><b>4. Provide your A-Number on the top right corner of each page.</b> Your A-Number is located on your Permanent Resident Card (formerly known as the Alien Registration or “Green” Card). The A-Number on your card consists of seven to nine numbers, depending on when your record was created. If the A-Number on your card has fewer than nine numbers, place enough zeros before the first number to make a <i>total of nine numbers</i> on Form N-470. For example, write number A1234567 as A001234567 or write number A12345678 as A012345678. <b>You must provide your A-Number. USCIS may reject your application if you do not write your A-Number.</b></p> <p><b>Translations.</b> You must provide a full English translation for any document written in a foreign language you submit to USCIS. The translator must certify that the translation is complete and accurate and that he or she is competent to translate from the foreign language into English.</p> <p><b>Copies.</b> You may submit copies of documents unless USCIS</p>
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		<p>requests original documents. Original documents submitted when not required may remain a part of the record.</p>
<p><b>Page 2, General Instructions.</b></p>	<p><b>General Instructions.</b></p> <p><b>How Do I File Form N-470?</b></p> <p>You do not have to be in the United States to file Form N-470, but you must file it before you have been absent for a continuous period of one year. However, members of a qualifying religious or interdenominational mission organization may file Form N-470 before or after an absence of one year or more.</p> <p>You may include in your application a qualifying spouse and dependent unmarried children, sons and daughters. These family members must be permanent residents and are or will be residing outside of the United States as members of your household.</p> <p><b>Step 1</b> - Reason for Filing Form N-470</p> <p><b>Step 2</b> - Fill Out the Form N-470</p> <p><b>Step 3</b> - Submit Your Application</p> <p><b>Step 1. Reason for Filing Form N-470.</b></p> <p>Check the box in <b>Part 2</b> of Form N-470 that applies to your request.</p>	<p><b>Specific Form Instructions</b> [fourth heading]</p> <p><b>This form is divided into five parts.</b></p> <p><b>Part 1. Information About Your Eligibility</b></p> <p>Check the box that shows why you are eligible to apply to preserve residence for naturalization purposes.</p> <p><b>Part 2. Information About You</b></p> <p><b>1. Current Legal Name.</b> Your current legal name is the name on your birth certificate unless it has been changed after birth by a legal action such as a marriage or court order. <b>Do not provide a nickname.</b></p> <p><b>2. Your name exactly as it appears on your Permanent Resident Card</b> (if different from above). Write your name exactly as it appears on your card even if it is misspelled.</p> <p><b>3. U.S. Social Security Number.</b> Print your U.S. Social Security Number. Write “N/A” if you do not have one.</p> <p><b>4. Date of Birth.</b> Always use eight numbers to show your date of birth. Write the date in this order: Month, Day, Year. For example, write May 1, 1958, as</p>

	<p><b>1. On behalf of the U. S. Government - Check Box A</b> if you are, or will be employed by, or are under contract with the U.S. Government. This includes members of the U.S. Armed Services.</p> <p><b>2. For the purpose of carrying on scientific research on behalf of an American institution of research - Check Box B</b> if you are employed by a qualifying organization.</p> <p><b>3. For the purpose of engaging in the development of foreign trade and commerce of the United States on behalf of an American firm or corporation or a subsidiary thereof - Check Box C</b> if you are employed by a qualifying firm or corporation.</p> <p><b>4. Necessary to the protection of property rights outside the United States of an American firm or corporation engaged in the development of foreign trade and commerce of the United States - Check Box D</b> if you are employed to perform such services.</p> <p><b>5. On behalf of a public international organization of which the United States is a member- Check Box E</b> if you are employed by a qualifying organization.</p> <p><b>NOTE:</b> Your employment cannot have started until after your admission as a permanent resident.</p>	<p>05/01/1958.</p> <p><b>5. Country of Birth.</b> Provide the name of the country where you were born. Write the name of the country even if the country's name has since changed or it no longer exists.</p> <p><b>6. Country of Nationality.</b> Provide the name of the country(ies) where you are currently a citizen or national.</p> <p><b>A.</b> If the country no longer exists or you are stateless, write the name of the country where you were last a citizen or national.</p> <p><b>B.</b> If you are a citizen or national of more than one country, write the name of the country that issued your last passport you currently use for all travel.</p> <p><b>7. Home address.</b> Provide the address where you now reside. Do <b>not</b> write a Post Office (P.O.) Box number here unless it is your <b>ONLY</b> address.</p> <p><b>If you reside outside the United States</b></p> <p>If you do not have a State or Province, enter the name of your city again in that box. If you do not have a ZIP or Postal Code, enter 00000 in the ZIP or Postal Code box.</p> <p><b>8. Mailing Address.</b> Provide your mailing address even if it is the same as your home address. Provide "<i>in care of name</i>" information, if applicable. You</p>
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<p><b>6. Solely because of my capacity as a clergyman or clergywoman, missionary, nun, or sister of a denomination or mission having a bona fide organization in the United States - Check Box F</b> if you are to serve in such capacity for a qualifying mission or organization.</p> <p><b>Step 2. Fill Out the Form N-470.</b></p> <p>Use <b>black ink</b>. Type or print clearly using <b>capital</b> letters. If an item does not apply to you, write "N/A." If the answer is none, write "NONE."</p> <p>This form is divided into <b>Parts 1</b> through <b>5</b>. The following information should help you fill out the form.</p> <p><b>Part 1. Information about you.</b></p> <p><b>1. Family Name</b> (Last name) - Give your legal name. If you have two last names, include both and use a hyphen (-) between the names, if appropriate.</p> <p><b>2. Home Address</b> - Give your physical street address. This must include a street number and name or a rural route number. Do not put a post office box (P.O. Box) number here.</p> <p><b>3. Mailing Address</b> - Give your mailing address, if different from your address.</p> <p><b>4. Daytime Telephone Number</b></p>	<p>must write something in every box, except an apartment number or "C/O" if you do not have one, within "Mailing Address."</p> <p><b>NOTE:</b> USCIS may not be able to contact you if you do not provide a complete and valid address. If USCIS rejects your application, USCIS may not be able to return the fee for the Form N-400 to you if you do not write a complete and valid address. If USCIS cannot return the fee, USCIS will cash your check.</p> <p><b>9. Telephone Numbers.</b> Provide your current telephone numbers. If the answer is none, write "None." If you are hearing impaired and use a TTY telephone connection, please indicate this by writing "TTY" after the telephone number.</p> <p><b>10. E-Mail Address.</b> Provide your current e-mail address. If you do not have one, write "None".</p> <p><b>11. Date You Became a Permanent Resident.</b> Provide the official date when your permanent residence began, as shown on your Permanent Resident Card. Write the date in this order: Month, Day, Year. For example, write August 9, 1988, as 08/09/1988. <b>USCIS may reject your application if you do not provide the information.</b></p> <p><b>12. Uninterrupted Residence in the United States.</b> Check the box to indicate if you have, or have not, resided in and been</p>
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<p>- Give a telephone number with area code where you can be reached during the day.</p> <p><b>5. Country of Birth</b> - Give the name of the country where you were born.</p> <p><b>6. Country of Citizenship</b> - Give the name of the country of which you are a citizen.</p> <p><b>7. Date of Birth</b> - Use eight numbers to show your date of birth (example: May 1, 1979, should be written 05/01/1979).</p> <p><b>8. A #</b> - This is your Alien Registration File Number. It can be found on your Form I-551, Permanent Resident Card.</p> <p><b>9. U.S. Social Security #</b> - If you do not have a U.S. Social Security number, leave this blank.</p> <p><b>Part 2 - Reason for Request.</b></p> <p>Note that your absence from the United States is:</p> <p><b>A.</b> On behalf of the U.S. Government.</p> <p><b>B.</b> For the purpose of carrying on scientific research on behalf of an American institution of research.</p> <p><b>C.</b> For the purpose of engaging in the development of foreign trade and commerce of the United States on behalf of an American firm or corporation or a subsidiary thereof.</p>	<p>physically present in the United States for an uninterrupted period of at least 1 year <b>since your admission as a permanent resident.</b></p> <p><b>13. Time Outside the United States.</b> List below all the trips of 24 hours or more that you have taken outside the United States <b>since you became a permanent resident. Include trips to Canada, Mexico, and the Caribbean.</b> Begin with your most recent trip. <b>If you need more space, use an additional sheet(s) of paper.</b></p> <p><b>14. Employment Position and Length of Employment.</b> Provide an explanation of your employment position requiring you to be absent from the United States. Also state the intended length of time you will be employed when absent from the United States. If you are a religious worker filing the N-470 after your return to the United States from abroad, please provide the entire length of time of your employment outside the United States in said capacity.</p> <p><b>15. Income Tax.</b> Check the box to indicate if you have, or have not, ever filed an income tax return as a nonresident or otherwise claimed or received benefits as a nonresident alien under U.S. Federal, State, or local income tax laws <b>since you became a lawful</b></p>
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	<p><b>D.</b> Necessary for the protection of property rights outside the United States of an American firm or corporation engaged in the development of foreign trade and commerce of the United States.</p> <p><b>E.</b> On behalf of a public international organization of which the United States is a member.</p> <p><b>F.</b> Solely because of your capacity as a clergyman or clergywoman, missionary, brother, nun or sister of a denomination or mission, having a bona fide organization in the United States.</p> <p><b>Part 3 - Additional information.</b></p> <p><b>Number 1</b> - Give the date you entered the United States as a lawful permanent resident or the date you adjusted status to that of a lawful permanent resident.</p> <p><b>Number 2</b> - Mark the appropriate box.</p> <p><b>Number 3</b> - When furnishing information regarding absences, you must show each departure from and return to the United States, including absences in foreign contiguous countries (i.e., Canada, Mexico), no matter how short.</p> <p><b>Numbers 4 through 7</b> - Give all the requested information.</p> <p><b>Part 4 - Signature.</b></p>	<p><b>permanent resident.</b></p> <p><b>Part 3. Information About Family Members Who Reside With You</b></p> <p><b>1. Residence With You Inside the United States.</b> Check the box to indicate whether you have permanent resident family members who reside with you inside the United States.</p> <p><b>2. Residence With You Outside the United States.</b> Check the box to indicate whether those permanent resident family members will reside with you outside the United States.</p> <p>If you check “Yes,” provide information for your spouse and <b>all</b> of your children who will reside with you outside the United States.</p> <p><b>Part 4. Your Signature</b></p> <p>Sign the Form N-470 as you normally sign your name. You may place an “X” mark instead of a signature if you are unable to write in any language.</p> <p><b>NOTE: USCIS will reject your Form N-470 if it is not signed.</b></p> <p><b>Part 5. Signature of Person Who Prepared This Form N-470 for You (if applicable)</b></p> <p>If you prepared this form by yourself, leave this section blank. If someone filled out this form for</p>
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	<p>As the applicant, you must sign and date the Form N-470. If you do not sign the form, the application will be returned as incomplete.</p> <p><b>Part 5 - Signature of person preparing form, if other than the applicant.</b></p> <p>If you, the applicant, did not fill out Form N-470, the preparer must also sign, date and give his or her address.</p>	<p>you, he or she must complete this section.</p>
<p><b>Page 3, Where to File?</b></p>	<p><b>Where to File?</b></p> <p>You should submit your application to the USCIS office having jurisdiction over your place of residence in the United States.</p>	<p><b>Where To File</b> [eighth heading]</p> <p>Mail your completed Form N-470 and accompanying documentation to the USCIS Phoenix Lockbox facility at the following address:</p> <p><b>USCIS P.O. Box 20100 Phoenix, AZ 85036</b></p> <p>For Express Mail or courier deliveries, use the following address:</p> <p><b>USCIS Attn: Form N-470 1820 E. Skyharbor Circle S Suite 100 Phoenix, AZ 85034</b></p> <p><b>E-Notification</b></p> <p>If you are filing your Form N-470 at one of the USCIS Lockbox facilities, you may elect to receive an e-mail and/or text message notifying you that your Form N-470 has been accepted. You must complete Form G-1145, E-</p>

		<p>Notification of Application/Petition Acceptance, and attach it to the first page of your Form N-470. To download a copy of Form G-1145, including the instructions, click on the “<b>FORMS</b>” link on the USCIS Web site at <a href="http://www.uscis.gov">www.uscis.gov</a>.</p> <p><b>Form Revision and Filing Addresses</b></p> <p>The filing addresses provided on this form reflect the most current information as of the date this form was last printed. If you are filing Form N-470 more than 30 days after the latest edition date shown in the lower right corner, visit the USCIS Web site at <a href="http://www.uscis.gov">www.uscis.gov</a> before you file, and check the “<b>FORMS</b>” page to confirm the correct filing address and version currently in use. Check the edition date located at the lower right corner of the form. If the edition date on your Form N-470 matches the edition date listed for Form N-470 on the online “<b>FORMS</b>” page, your version is current. If the edition date on the online version is more recent, download a copy and use it. If you do not have Internet access, call the USCIS National Customer Service Center at <b>1-800-375-5283</b> to verify the current filing address and edition date. <b>USCIS will reject forms with the wrong revision date and return the fee with instructions to resubmit the entire filing using the current form.</b></p>
<p><b>Page 3, What is the Filing Fee?</b></p>	<p><b>What is the Filing Fee?</b></p>	<p><b>What is the Filing Fee?</b> [seventh heading]</p>

<p>The filing fee for Form N-470 is <b>\$305.00.</b></p> <p>Use the following guidelines when you prepare your check or money order for the application fee.</p> <ol style="list-style-type: none"> <li><b>1.</b> The check or money order must be drawn on a bank or other financial institution located in the United States and must be payable in U.S. currency; and</li> <li><b>2.</b> Make the check or money order payable to the <b>Department of Homeland Security</b>, unless: <ol style="list-style-type: none"> <li><b>A.</b> If you live in Guam and are filing your application there, make it payable to the <b>Treasurer, Guam.</b></li> <li><b>B.</b> If you live in the U.S. Virgin Islands and are filing your application there, make it payable to the <b>Commissioner of Finance of the Virgin Islands.</b></li> <li><b>C.</b> Your check or money order must be honored by the bank or financial institution on which it is drawn. If it is not, we will charge you a fee and your application and any document issued to you will not be valid.</li> </ol> </li> </ol> <p><b>NOTE:</b> Please spell out <b>Department of Homeland Security</b>. Do not use the initials "USDHS" or "DHS."</p> <p><b>How to Check If the Fees Are Correct.</b></p>	<p>The fee for filing Form N-470 is \$ <b>330.</b></p> <p><b>Use the following guidelines when you prepare your check or money order for your Form N-470 fee:</b></p> <ol style="list-style-type: none"> <li><b>1.</b> The check or money order must be drawn on a bank or other financial institution located in the United States and must be payable in U.S. currency; <b>and</b></li> <li><b>2. Make the check or money order payable to U.S. Department of Homeland Security.</b></li> </ol> <p><b>NOTE:</b> Spell out U.S. Department of Homeland Security; do not use the initials "USDHS" or "DHS."</p> <p>If you live outside the United States, Guam, or the U.S. Virgin Islands, contact the nearest U.S. Embassy or consulate for instructions on the method of payment.</p> <p><b>Notice To Those Making Payment by Check</b></p> <p>USCIS will make a copy and convert your original check into an electronic funds transfer (EFT). This means USCIS will use the account information on your check to electronically debit your account for the check amount. This debit usually takes 24 hours and should show up on your regular account statement.</p>
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	<p>The form fee on this form is current as the edition date appearing in the lower right corner of this page. However, because USCIS fees change periodically, you can verify if the fees are correct by following one of the steps below:</p> <ol style="list-style-type: none"> <li>1. Visit our Web site at <a href="http://www.uscis.gov">www.uscis.gov</a>, select "FORMS" check the appropriate fee;</li> <li>2. Review the Fee Schedule included in your form package, if you called us to request the form; or</li> <li>3. Telephone our National Customer Service Center at <b>1-800-375-5283</b> and ask for the fee information.</li> </ol>	<p>USCIS will not return your original check. USCIS will destroy it and keep a copy with your file. If the EFT cannot be processed due to technical reasons, you authorize USCIS to process the copy of the check. If the EFT cannot be completed because of insufficient funds, USCIS may try the EFT up to two times.</p> <p>If you receive an insufficient funds notice, USCIS will send you instructions on how to submit your penalty fee. <b>Do not</b> send a check for the penalty fee to the address where you filed your Form N-470. It will be returned to you.</p> <p><b>How To Check If the Fees Are Correct</b></p> <p>The fee on Form N-470 is current as of the edition date appearing in the lower right corner of this page. However, because USCIS fees change periodically, you can verify if the fees are correct by following one of the steps below:</p> <ol style="list-style-type: none"> <li>1. Visit the USCIS Web site at <a href="http://www.uscis.gov">www.uscis.gov</a>, select "FORMS," and check the "filing fee" column for the form you are filing; <b>or</b></li> <li>2. Telephone the USCIS National Customer Service Center at <b>1-800-375-5283</b> and ask for the fee information.</li> </ol> <p><b>Fee Waiver Request</b></p> <p>Individuals may request a fee</p>
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		<p>waiver based on an inability to pay. Form I-912 provides a standard means for submitting fee waiver requests. The instructions provide applicants with guidance on properly completing Form I-912 and submitting supporting documentation. The instructions also give information on how USCIS makes a decision on a fee waiver request. To download a copy of Form I-912, including the instructions, click on the “<b>FORMS</b>” link on the USCIS Web site at <a href="http://www.uscis.gov">www.uscis.gov</a>.</p> <p><b>Re-filing Form N-470</b></p> <p>If USCIS denied your previously filed Form N-470 and you are filing a new Form N-470, you must pay the full amount. <b>Otherwise, USCIS will not accept your Form N-470. USCIS cannot apply a previously submitted filing fee amount to a newly filed Form N-470.</b></p>
<p><b>Page 3, Address Changes.</b></p>	<p><b>Address Changes.</b></p> <p>If you change your address and you have an application or petition pending with USCIS, you may change your address on-line at <a href="http://www.uscis.gov">www.uscis.gov</a>, click on "Online Change of Address" and follow the prompts or by completing and mailing Form AR-11, Alien's Change of Address Card, to:</p> <p><b>U.S. Citizenship and Immigration Services Change of Address P.O. Box 7134 London, KY 40742-7134</b></p>	<p><b>Address Change</b> [ninth heading]</p> <p>If you have changed your address, you must inform USCIS of your new address. For information on filing a change of address go to the USCIS Web site at <a href="http://www.uscis.gov/addresschange">www.uscis.gov/addresschange</a> or contact the National Customer Service Center at <b>1-800-375-5283</b>.</p> <p><b>NOTE:</b> Do not submit a change of address request to the USCIS Lockbox facilities because the USCIS Lockbox facilities do not</p>

	<p>For commercial overnight or fast freight services only, mail to:</p> <p><b>U.S. Citizenship and Immigration Services Change of Address 1084-I South Laurel Road London, KY 40744</b></p> <p><b>Evidence.</b> Attach copies, showing the front and back of the following documents, if available. <b>Do not send original documents unless instructed to do so.</b></p> <p>As evidence of your eligibility, submit letters or affidavits from the appropriate officer or the department or agency of the U.S. Government, American research institution, American firm or corporation, public international organization, or religious denomination or interdenomination mission organization. Depending on the circumstances why you are applying to preserve your residence, the letters or affidavits should include the following documentation:</p> <ol style="list-style-type: none"> <li>1. An official communication from the appropriate office of the department or agency of the U.S. Government, or the public international organization; or</li> <li>2. Affidavit or affidavits executed by the appropriate administrative official of the American institution or religious denomination or interdenominational mission for</li> </ol>	<p>process change of address requests.</p>
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	<p>whom you are, were or will be employed or with whom you entered into a contract; or by the appropriate administrative official of the American firm or corporation, or subsidiary thereof by whom you are or will be employed.</p> <p>When an affidavit is made with respect to employment by such firm, corporation or subsidiary, it should state:</p> <ol style="list-style-type: none"><li><b>1.</b> The title of the official making the affidavit, the name of the firm or corporation in which he or she holds office and whether he or she has access to records of the same;</li><li><b>2.</b> Whether the employing organization is an American firm or corporation engaged in the development of foreign trade and commerce of the United States, or subsidiary thereof;</li><li><b>3.</b> The nature of the business conducted by the employing organization, church, religious denomination or interdenominational mission organization;</li><li><b>4.</b> If it is a corporation, the name of the State under laws of which it was organized, the date of incorporation and that it is existent;</li><li><b>5.</b> If it is a subsidiary (whether American or foreign) of an American firm or corporation engaged in the development of foreign trade and commerce of</li></ol>	
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	<p>the United States, the affidavit should be:</p> <p><b>A.</b> Executed by an appropriate administrative official of the parent organization, and</p> <p><b>B.</b> Should state the facts of ownership and/or control of the subsidiary, and</p> <p><b>C.</b> Should state the exact percentage of stock owned by the parent organization.</p> <p><b>6.</b> The facts of your employment, including the nature of the services performed by you during the period or periods of absence to be considered;</p> <p><b>7.</b> Whether you will be engaged in the development of foreign trade and commerce of the United States; or</p> <p><b>8.</b> Your absence from the United States was or will be necessary for the protection of the property rights abroad of the employing firm or corporation or subsidiary during the period or periods of absence to be considered;</p> <p><b>9.</b> Solely in the capacity of a regularly ordained clergyman or clergywoman, missionary, brother, nun or sister; and</p> <p><b>10.</b> In the case where employment is for a public international organization, the date when and place where you were first employed.</p>	
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	<p>In addition, you must submit the following evidence.</p> <ol style="list-style-type: none"><li>1. Attach a copy showing the front and back of your I-551, Permanent Resident Card.</li><li>2. Copies of legal evidence of a name change or date of birth (See <b>Part 3</b> of the form).</li><li>3. A complete copy of all passports in your possession, expired or unexpired, issued to you since your admission as a permanent resident to the United States.</li></ol> <p><b>Copies.</b> Unless specifically required that an original document be filed with an application or petition, an ordinary legible photocopy may be submitted. Original documents submitted when not required will remain a part of the record, even if the submission was not required.</p> <p><b>Translations.</b> Any document containing foreign language submitted to USCIS shall be accompanied by a full English language translation which the translator has certified as complete and accurate, and by the translator's certification that he or she is competent to translate from the foreign language into English.</p> <p><b>What is the effect of claiming nonresident alien status?</b></p> <p>After having been admitted to</p>	
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	<p>the United States as a permanent resident, if you claim or claimed nonresident alien status under the income tax laws, you may be regarded as having abandoned your residence in the United States and as having lost permanent resident status under the immigration and nationality laws. Consequently, you may be or become ineligible for naturalization or for preservation of residence. If you have claimed nonresident alien status, submit a full explanation. This should be written on a separate sheet(s) of paper.</p> <p><b>What is the effect on employment changes or on a valid document for reentry?</b></p> <p>Approval of this application will be only for the employment and conditions stated. Any changes of employment must be approved by a new application.</p> <p>Approval of this application will not relieve you of the requirement to present a valid document for reentry into the United States.</p>	
<p><b>Page 5, Processing Information.</b></p>	<p><b>Processing Information.</b></p> <p><b>Acceptance.</b> Any application that is not signed or accompanied by the correct fee will be rejected with a notice that the application is deficient. You may correct the deficiency and resubmit the application. However, an application is not considered properly filed until accepted by USCIS.</p>	<p><b>Processing Information</b> [fifth heading]</p> <p><b>Any Form N-470 that is not signed or accompanied by the correct fee, except those accompanied by a fee waiver request (Form I-912, Request for Fee Waiver), will be rejected. A Form N-470 that is not completed according to these instructions, is missing pages or otherwise not executed</b></p>

	<p><b>Initial Processing.</b> Once the application has been accepted, it will be checked for completeness, including submission of the required initial evidence. If you do not completely fill out the form or file it without the required initial evidence, you will not establish a basis for eligibility and we may deny your application.</p> <p><b>Requests for More Information.</b> We may request more information or evidence, or we may request that you appear at a USCIS office for an interview. We may also request that you submit the originals of any copy. We will return these originals when they are no longer needed.</p> <p><b>Decision.</b> The decision on the Form N-470 involves a determination of whether you have established eligibility for the requested benefit. You will be notified of the decision in writing.</p>	<p><b>in its entirety, or is not accompanied by the required initial evidence may be rejected or delayed. If USCIS rejects your Form N-470 for any of the reasons above, the form and any fees will be returned to you if you provided a complete and valid mailing address. You will be notified why the form is considered deficient. You may correct the deficiency and refile Form N-470. An application or petition is not considered properly filed until accepted by USCIS.</b></p> <p><b>Requests for More Information or Interview</b></p> <p>USCIS may request more information or evidence. USCIS may also request that you submit the originals of any copies you previously provided to USCIS with your Form N-470. In addition, USCIS may request that you appear for an interview.</p> <p><b>Decision</b></p> <p>The decision on Form N-470 involves a determination of whether you have established eligibility for the requested benefit. If you do not establish a basis for eligibility, USCIS will deny your Form N-470. You will be notified of the decision in writing.</p>
<p><b>Page 5, USCIS Forms and Information.</b></p>	<p><b>USCIS Forms and Information.</b></p> <p>To order USCIS forms, call our toll-free number at <b>1-800-870-3676</b>. You can also get USCIS</p>	<p><b>USCIS Forms and Information.</b> [10<sup>th</sup> heading]</p> <p>You can get USCIS forms and immigration-related information on the USCIS Web site at</p>

	<p>forms and information on immigration laws, regulations and procedures by telephoning our National Customer Service Center at <b>1-800-375-5283</b> or visiting our Internet Web site at <a href="http://www.uscis.gov">www.uscis.gov</a>.</p> <p>As an alternative to waiting in line for assistance at your local USCIS office, you can now schedule an appointment through our internet-based system, <b>InfoPass</b>. To access the system, visit our Web site. Use the <b>InfoPass</b> appointment scheduler and follow the screen prompts to set up your appointment. <b>InfoPass</b> generates an electronic appointment notice that appears on the screen.</p>	<p><a href="http://www.uscis.gov">www.uscis.gov</a>. You may order USCIS forms by calling the USCIS toll-free number at <b>1-800-870-3676</b>. You may also obtain forms and information by telephoning the USCIS National Customer Service Center at <b>1-800-375-5283</b>.</p> <p>You can schedule an appointment to meet with a USCIS representative at your local USCIS office through the USCIS Internet-based system, <b>InfoPass</b>. To access the system, visit the USCIS Web site. Use the <b>InfoPass</b> appointment scheduler and follow the screen prompts to set up your appointment. <b>InfoPass</b> generates an electronic appointment notice that appears on the screen.</p>
<p><b>[new section]</b></p>	<p><b>[new section]</b></p>	<p><b>Attorney or Representative</b> [11<sup>th</sup> heading]</p> <p>You may be represented, at no expense to the U.S. Government, by an attorney or other duly accredited representative. Your representative must submit Form G-28, Notice of Entry of Appearance as Attorney or Representative, with your Form N-470. If USCIS requests you to appear for an interview, your representative may also submit the Form G-28 at that time. Form G-28 can be obtained by visiting the USCIS Web site at <a href="http://www.uscis.gov">www.uscis.gov</a>, calling the USCIS forms line number at <b>1-800-870-3676</b>, or by contacting the USCIS National Customer Service Center at <b>1-800-375-5283</b>.</p>

<p><b>Page 5, Penalties.</b></p>	<p><b>Penalties.</b></p> <p>If you knowingly and willfully falsify or conceal a material fact or submit a false document with this Form N-470, we will deny the Form N-470 and may deny any other immigration benefit.</p> <p>In addition, you will face severe penalties provided by law and may be subject to criminal prosecution.</p>	<p><b>Penalties</b> [12<sup>th</sup> heading]</p> <p>If you knowingly and willfully falsify or conceal a material fact or submit a false document with this Form N-470, USCIS will deny your Form N-470 and may deny any other immigration benefit. In addition, you may be subject to criminal prosecution and penalties provided by law.</p>
<p><b>Page 5, Privacy Act Notice.</b></p> <p>WAITING FOR PRIVACY OFFICE INPUT</p>	<p><b>Privacy Act Notice.</b></p> <p>We ask for the information on this form, and associated evidence, to determine if you have established eligibility for the immigration benefit for which you are filing. Our legal right to ask for this information can be found in the Immigration and Nationality Act, as amended. We may provide this information to other government agencies. Failure to provide this information, and any requested evidence, may delay a final decision or result in denial of your Form N-470.</p>	<p><b>USCIS Privacy Act Statement</b> [13<sup>th</sup> heading]</p> <p><b>AUTHORITIES:</b> The information requested on this form, and the associated evidence, is collected under the Immigration and Nationality Act, section 101, et. seq.</p> <p><b>PURPOSE:</b> The primary purpose for providing the requested information on this form is to determine if you have established eligibility for the immigration benefit for which you are filing. The information you provide will be used to grant or deny the benefit sought.</p> <p><b>DISCLOSURE:</b> The information you provide is voluntary. However, failure to provide the requested information, and any requested evidence, may delay a final decision or result in denial of your form.</p> <p><b>ROUTINE USES:</b> The information you provide on this</p>

		<p>form may be shared with other Federal, State, local, and foreign government agencies and authorized organizations following approved routine uses described in the associated published system of records notices [DHS-USCIS-007 - Benefits Information System and DHS-USCIS-001 - Alien File, Index, and National Filed Tracking System of Records, which can be found at <a href="http://www.dhs.gov/privacy">www.dhs.gov/privacy</a>]. The information may also be made available, as appropriate, for law enforcement purposes or in the interest of national security.</p>
<p><b>Page 5, Paperwork Reduction Act.</b></p>	<p><b>Paperwork Reduction Act.</b></p> <p>An agency may not conduct or sponsor an information collection and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. The public reporting burden for this collection of information is estimated at 35 minutes per response, including the time for reviewing instructions, completing and submitting the form. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Citizenship and Immigration Services, Regulatory Products Division, 111 Massachusetts Avenue, N.W., 3rd Floor, Suite 3008, Washington, DC 20529-2210. OMB No. 1615-0056. <b>Do not mail your application to this</b></p>	<p><b>Paperwork Reduction Act</b> [15<sup>th</sup> heading]</p> <p>An agency may not conduct or sponsor information collection, and a person is not required to respond to a collection of information, unless Form N-470 displays a current valid OMB control number. The public reporting burden for this collection of information is estimated at 36 minutes per response. This includes the time to review the instructions, as well as complete and submit your Form N-470. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Citizenship and Immigration Services, Regulatory Products Division, 20 Massachusetts Avenue, N.W., Washington, DC 20529-2020. OMB No. 1615-0056. <b>Form expires January 31, 2012. Do not</b></p>

	<b>address.</b>	<b>mail your completed Form N-470 to this address.</b>
<b>Page 5, Check List</b>	<p><b>Check List</b></p> <p>[text box] Did you completely fill out and sign the form?</p> <p>[text box] Did you attach all required evidence?</p> <p>[text box] Did you attach a check or money order for the application fee?</p> <p>You should keep copies of your application and documents for your records.</p>	<b>DELETE</b>