



INSTRUCTIONS FOR USCIS PRIVACY RELEASE

(Please call our office at 360-373-9725 if you have any questions regarding these instructions or the release)

For Petitions: (Form I-130, Form I-140, Form I-129F, Form I-730, etc.)

- Which sections on the privacy release should you complete?
 1. “Petitioner/Applicant”:
 - The information should relate to the U.S. Citizen, LPR, Individual, or Business filing a petition on behalf of a beneficiary, and
 2. “Beneficiary”:
 - The information should relate to the non-U.S. Citizen or foreign national.

For Applications: (Form I-485, Form N-400, Form I-765, Form I-131, Form I-751, etc.)

- Which section on the privacy release should you complete?
 1. “Petitioner/Applicant”:
 - The information should relate to the non-U.S. Citizen or foreign national who submitted the specific application to USCIS. Leave Beneficiary Section blank.

The Privacy Release must include the following information:

- The name, current address, date of birth, and place of birth of the individual whose information is being requested (the subject of records).
 - Address includes the street number and name, city, state, and zip code.
 - A business is exempt from the date of birth and place of birth requirement.
- Do not grant permission for anyone to access the information released to our office.
 - Attorneys or Accredited Representatives may not be named as authorized recipients.
 - Family members or friends may not be named as authorized recipients.
- The subject matter to which the requested information relates.
 - USCIS receipt number or tracking number.
 - USCIS form type or benefit requested.
 - A brief description of the information or action needed.
- The signature of the individual whose information is being requested (the subject of records).
 - Only one handwritten signature for each privacy release.
 - USCIS will not accept a digital signature created by a typewriter, word processor, stamp, auto-pen, or similar device.

Are there any exceptions for who can sign the privacy release, instead of the subject of records?

- A custodial parent if the subject of records is younger than 14 years old.
- A legal guardian if the subject of records has a disability.
- An attorney-in-fact, provided the legally executed power of attorney document is also submitted
 - USCIS will not accept a Form G-28 as a power of attorney document
 - Please do not submit Form G-28 with casework inquiries



Congress of the United States
House of Representatives
Washington, DC 20515

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Petitioner/Applicant:

Name: _____ Date of Birth: _____

Alien number (if any): _____ Country of Birth: _____

Relationship to the Beneficiary: _____

Beneficiary:

Name: _____ Date of Birth: _____

Alien number (if any): _____ Country of Birth: _____

Relationship to Petitioner: _____

USCIS receipt or tracking numbers (no Social Security numbers). List all that apply to your case:

USCIS Receipt Number	Form Number	Location of Application (Lower left corner of USCIS I-797 Notice of Action Letter)	Priority or Receipt Date

Form type(s) – check all that apply:

- ☐ G-639 ☐ I-90 ☐ I-129 ☐ I-129F ☐ I-130 ☐ I-131 ☐ I-140 ☐ I-212 ☐ I-290B ☐ I-360
- ☐ I-485 ☐ I-526 ☐ I-539 ☐ I-589 ☐ I-590 ☐ I-600A ☐ I-600 ☐ I-601 ☐ I-612 ☐ I-690
- ☐ I-730 ☐ I-751 ☐ I-765 ☐ I-821 ☐ I-824 ☐ I-829 ☐ I-914 (Supplement A, B, or C)
- ☐ I-918 ☐ I-924 ☐ I-929 ☐ N-400 ☐ N-600 ☐ N-565 ☐ N-644 ☐ Other:

Brief description of the issue (*if you need more space, attach a separate sheet*):

Section below to be completed by the person who is the subject of the records. Follow instructions:

I certify, under penalty of perjury, that 1) I provided or authorized all of the information in this privacy release and any document submitted with it; 2) I reviewed and understand all of the information contained in my privacy release and submitted with it; and 3) all of this information is complete, true, and correct.

I, (print your name) _____, authorize USCIS to release information contained in my USCIS records to the extent permitted by law, to Congresswoman Emily Randall and her staff.

Signature (sign in ink): _____ Date: _____

Current Residential Address (*Do not list a P.O. Box.*)

Address: _____

Phone: _____ Email: _____

Mailing Address (*If different from your current residential address, i.e., P.O. Box.*)

Address: _____

Translator Certification (*If privacy release or any of the supplemental information has been translated.*)

I certify, under penalty of perjury, that I am fluent in English and _____, and that my translation of the privacy release and any foreign language documents submitted with this inquiry are complete and accurate.

Translator Name (print): _____

Signature (sign in ink): _____ Date: _____