

U Visa Adjustment - Request for Recertification - Sample Email

Dear Ms. XXX,

I am writing to request a letter (or, in the alternative, a newly signed I-918 Supplement B) on behalf of Ms. XXXXXXXX indicating that she has not refused to cooperate with law enforcement since her original I-918B Certification was obtained in May XXXX. Ms. XXXXXXXX is a U nonimmigrant who is being represented by the Tahirih Justice Center in her application for lawful permanent residency in the United States. As part of her application before U.S. Citizenship and Immigration Services (USCIS), Ms. XXXXXXXX must provide evidence that she did not unreasonably refuse to assist in the ongoing investigation of the criminal case.

Consequently, I am writing to request either a letter, or, in the alternative, a newly signed Form I-918 Supplement B, indicating that Ms. XXXXXXXX continued to cooperate in the investigation and prosecution of the criminal case. In May XXXX, Ms. XXXXXXXX received a signed I-918 Supplement B from the Office of the Commonwealth's Attorney in Loudoun County for the crime of domestic violence. The case was ongoing at the time that the law enforcement certification was obtained. Ms. XXXXXXXX and her children wrote witness statements in addition to appearing in court to serve as witnesses in the domestic assault case against Ms. XXXXXXXX's husband. Ms. XXXXXXXX's husband, Mr. XXXXXXXX, ultimately plead nolo contendere to the domestic assault charge.

Attached, please find a scanned copy of the signed I-918 Supplement B from May 2010, crime documents (including a subpoena for witnesses and an adult plea agreement), a new, completed Form I-918 Supplement B, and a blank Form I-918B containing only the victim's biographical information.

Victim Name: XXXXXXXX (DOB: mm/dd/yyyy)

Suspect Name: XXXXXXXX

Case Number: XXXX-XXXXX

Date of Incident: mm/dd/yyyy

If you are able to sign provide a letter on Ms. XXXXXXXX's behalf, or sign the I-918B certification form, please mail the original to me at the address provided in the signature line of this e-mail. Ms. XXXXXXXX must submit these papers as part of her application to USCIS in Vermont. USCIS will not accept a letter or Form I-918B if they are mailed in separately.

I would appreciate it if you could please acknowledge your receipt of this e-mail. Please do not hesitate to contact me by telephone at XXXX or by e-mail at XXXX if I can provide you with any additional information. Thank you in advance for your consideration of this request.

Sincerely,

ATTORNEY NAME