

U Visa Cover Letter for I-765 for Pending Adjustment Sample

DATE

VIA USPS CERTIFIED MAIL

USCIS Vermont Service Center
Crime Victims Unit
75 Lower Welden St.
Saint Albans, VT 05479

**Re: I-765 Application for Renewal of Employment Authorization on behalf of Applicant for Lawful Permanent Residence:
CLIENT NAME
(A# xxx-xxx-xxx / EACxxxxxxxxxx)**

Dear Sir/Madam:

Please find enclosed the following documents in support of Ms. XXXX's I-765 Application to Renew Employment Authorization:

- Form G-28 Notice of Entry of Appearance as Attorney;
- Form I-765 Application for Employment Authorization based on (c)(9) eligibility with two (2) passport style photos of Ms. XXXX
- A copy of Ms. XXXXX's previous EAD;
- A copy of Ms. XXXXX's Social Security card;
- A copy of Ms. XXXXX's current passport identification page;
- Copy of Ms. XXXXX's Receipt Notice for Pending Form I-485
- Copy of Ms. XXXXX's USCIS Notice extending her U-1 Nonimmigrant status while her I-485 Application is pending
- A copy of Ms. XXXXX's U-1 approval notice with I-94

Please note that no filing fee is enclosed since Ms. XXXXX is filing under category (c)(9) for a pending adjustment of status application.

Thank you for your prompt attention to this matter. If you have any questions, please do not hesitate to contact me at XXXX.

Sincerely,

NAME