

Law Offices of Prashanthi Reddy, PLLC

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H-1B CHECKLIST FOR BENEFICIARY

Information about the beneficiary

1. Alien's last name: _____

First name: _____

Full middle name: _____

2. Country of citizenship: _____

3. Country of birth: _____

4. City / State of birth: _____

4. Date of birth: _____

5. Social security number (if app): _____

6. A# (if app): _____

8. Current immigration status: _____

7. I-94 number (if app): _____

Place of entry: _____

Date of last arrival: _____

Expiration date: _____

Mention all the dates on H1B / L Status: _____

Start Date of H/L Status	End Date of H/L Status
_____	_____
_____	_____
_____	_____

9. Do you currently have a pending I-140: _____ If yes is it approved: _____

10. Do you currently have a pending I-485 Application: _____

11. Foreign address if applying outside the USA: _____

City: _____

State/province, and postal code: _____

Country: _____

City and country of nearest USA consulate: _____

12. Address if applying in the United States: _____

City: _____

State/province, and postal code: _____

Phone number: _____

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13. Name of dependents on H-4:	I-94 expiration date:	Date of last arrival:	Date first entered on a H-4:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

For Dependents

Do you currently have a pending I-485 Application: _____

Any Special Instructions: _____

Documents required from beneficiary : Copy of resume, degrees, diplomas, transcripts, complete passport including I-94 (do not send blank pages of the passport), employment experience letters, recommendations, and licenses.

If on:

- * H-1B, provide with four most recent pay stubs, all H-1B approvals, and copies of passport with I-94.
- * H-4, provide with copy of spouse's H-1B approval, latest pay stubs, and copy of marriage certificate.
- * F-1, provide with copy of stamped I-20 (front & back), and copy of EAD (if any, front & back).

Note: If applying for H-4 dependents, provide copies of all H-4 approvals, complete passport including I-94 (do not send blank pages of the passport), marriage certificate and birth certificates.