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I-130 Petition – Checklist, Questionnaire, and Quote Information

Hi,

Please find attached a checklist outlining the information you'll need to begin gathering for your immigration petition application.

You will receive a separate email containing a questionnaire. If it does not appear in your inbox, kindly check your junk or spam folder.

To help avoid any delays, please ensure the following when completing the questionnaire:

- Use the date format: **MM-DD-YYYY**
- Provide **complete addresses**, including city, state, and ZIP code
- Include the **full names of schools and employers** as requested

Additionally, you will receive a **Quote for document preparation**, which will convert into an invoice once accepted. Please note that **payment is due upon acceptance of the quote**.

If you have any questions or need further assistance, don't hesitate to reach out

Documents Required for preparing your package:

❖ For the Beneficiary

- Copy Passport
- Copy birth certificate
- Copy Marriage certificate
- If previously married provide divorce decree

❖ For the Petitioner

- Proof of Citizenship or Front and Back of Green Card
- Copy Birth Certificate
- Copy Marriage certificate
- Provide divorce decree (if previously married)

- ❖ For Marriage based petition, please provide 2 passport size picture of the Petitioner and Beneficiary

★ Immigration Application Fees

- **I-130 Petition for Alien Relative: \$675.00 (each beneficiary)**

Immigration fees should be in the form of Check or Money Order and addressed to:
US Department of Homeland Security

➤ **Administrative Requirements:**

- A Price Quote will be sent via email. Once accepted the quote will then become an invoice for payment.
- Payment can be made online via the payment link provided in the email.

Document Submission Instructions

Please ensure that all documents are saved as a **PDF file**. Kindly **scan and compile all documents into a single PDF** and send them in **one email message**.

Submitting documents across multiple emails can lead to confusion and increases the risk of missing important documentation. Consolidating everything into one file helps streamline the review process and ensures nothing is overlooked.

If you have any questions or need assistance with formatting, feel free to reach out.

Thank you for your cooperation.

Regards,

Nicola
Immigration Form Specialist

