

**A. Principal Beneficiary (Worker)**

1) Full Name		2) City and Country of Birth		3) Has Worker been in U.S.?		
4) All Other Names Used (including maiden name)		5) A Number (if any)		6) Social Security No. (if any)		
7) If not in US, Desired Consular (City)		8) Name and address in native language, if not native language is not roman.				
9) Home Phone	10) Cell Phone	11) Office Phone	12) Fax	13) E-Mail		
14) Father's full name		15) Father's Date, City and Country of Birth		16) City and Country of Residence		
17) Mother's full name (maiden)		18) Mother's Date, City and Country of Birth		19) City and Country of Residence		
20) Current spouse's full name (maiden)		21) Place of Current Marriage		22) Date of Current Marriage		
23) Former spouse's full name (maiden)		24) Former spouse's Date, City and Country of Birth		25) Date and Place of Marriage		
26) Beneficiary's residence last five years. List present address first						
Street and Number				City	State/Country	Zip Code
27) Beneficiary's last address outside the United States of more than one year						
Street and Number				City	State/Country	Zip Code
28) Beneficiary's Employment last five years (if none, so state). List present employment first.						
Full name and address of employer				Occupation		
29) Show below last occupation abroad if not shown above						
Full name and address of employer				Occupation		
30) Current US Address (if any)				31) Current Foreign Address (if any)		
32) Activity to be performed by beneficiary in the US Church.		33) Position Being Offered		34) Proposed Wages/Salary		

**B) Principal Applicant's Spouse (if none please write none)**

1) Full Name	2) City and Country of Birth	3) Has Beneficiary been in U.S.	
4) All Other Names Used (including maiden name)	5) A Number (if any)	6) Social Security Number (if any)	
7) If not in US, Desired Consular (City)	8) Name and address in native language, if not native language is not roman.		
9) Father's full name	10) Father's Date, City and Country of Birth	11) City and Country of Residence	
12) Mother's full name (maiden)	13) Mother's Date, City and Country of Birth	14) City and Country of Residence	
15) Former spouse's full name (maiden)	16) Former spouse's Date, City and Country of Birth	17) Date and Place of Marriage	
18) Beneficiary's Employment last five years (if none, so state). List present employment first.		From	To
Full name and address of employer		Occupation	month/year
			month/year
			Present
19) Show below last occupation abroad if not shown above		From	To
Full name and address of employer		Occupation	month/year
			month/year

**C) Children's Information - if none please write none**

1) Full Name	Accompanying?	City of Birth	Country of Birth	SS # (if any)	A # (if any)

2) Is any of your children currently employed or ever been employed in the past? If so please list all employment.

3) Has any of your children ever been married or have any children?

**D) Questions to Principal Beneficiary and Family**

1) Has anyone been removed or deported or had any other immigration problems? (if yes, please provide information):
2) Has an immigration (green card) application been filed for any one? (if yes, please provide information):
3) Has anyone been arrested, charged, or had any dealings with police or had other criminal problems? (if yes provide details):
4) Has anyone been previously employed in the US? (If yes, please provide information):
5) Please list all previously issued visas:
6) Please list all previously refused visas:
7) Has anyone previously applied for employment authorization? If so, when and where? Was it approved?
8) List all organizations, clubs, that anyone has belonged to in the past or belongs to currently.
9) Has anyone served in a military? (if yes, provide, name of military (army, navy...), dates location and nature of service).
10) List all prior periods of stay in the United States as R visa/status holder.

**E - Petitioning Church**

1) Name of the Church		2) Church Phone Number	3) Church Fax Number
3) Church Address			
3) Pastor/Elder/Deacon and Title (contact person)		4) Contact Person's Day Time Phone Number	
5) Contact's E-mail Address	6) Church Website Address		7) Number of Members
9) Annual Gross Income	10) Annual Net Income	11) Year Established	12) EIN #

**13) List the position and duties of all individuals currently working at the Petitioning Church**

Position	Duties

14) Number of R Religious Worker or EB-4 Religious Worker that has worked within the last 5 years at the Church.

15) Number of R Religious Worker or EB-4 Religious Worker petitions filed by the Church in the last 5 years.

**F - Needed Documents:**

Check List

**Beneficiary and Family:**

- |   |  |
|---|--|
| 1. Copy of I-94 and Passports for all individuals applying  |  |
| 2. Copy of Government Document proving family relationship (Birth Certificate, Marriage Certificates, etc.) |  |
| 3. Resume (with details of prior experience including job duties)   |  |
| 4. Certificate of prior membership and work in the same denomination (at least 2 years)                     |  |
| 5. Certificate of Employment, Income Tax Documents, and other documents evidencing prior work               |  |
| 6. University/College Degrees and Transcripts   |  |
| 7. Certificate of Ordination  |  |
| 8. Copies of all prior applications and approval notices and denial notices, I-20, etc.                     |  |
| 9. Criminal Documents (if any)  |  |
| 10. Information regarding any change of address, phone numbers, etc.  |  |
| 11. Copy of Prior Employment Authorization Card(s) (if any)   |  |

**Petitioning Church:**

- |   |  |
|---|--|
| 12. Certificate & Articles of Formation or of Incorporation (if Petitioner is a corporation or LLC) |  |
| 13. Share Certificate or Unit Certificate (if Petitioner is a corporation or LLC)                   |  |
| 14. Partnership Agreement (if Petitioner is a partnership)  |  |
| 15. Assumed Name Certificate (if any)   |  |
| 16. Copies of Lease Agreement, Assignment of Lease, and Warranty Deed                               |  |
| 17. Organizational Chart  |  |
| 18. Pictures of the Church  |  |
| 19. Copies of Bank Statements (last three months)   |  |
| 20. Copies of Employer's Quarterly Reports  |  |
| 21. Copies of Receipts, Invoices, Utility Bills   |  |
| 22. Copies of Advertisements (if any)   |  |
| 23. Tax Returns   |  |
| 24. Church Weekly Brochures (few weeks)   |  |
| 25. Evidence of membership in a national denominational organization                                |  |
| 26. Church Charter or other governing documents   |  |
| 27. Latest Financial Statements (Income Statement and Balance Sheet)                                |  |
| 28. IRS Letter giving 501(c)(3) nonprofit status  |  |