

# SAMPLE LETTERS FOR REQUESTING U VISA CERTIFICATION<sup>1</sup>

[DATE]

[NAME OF CERTIFYING LAW-ENFORCEMENT OFFICER]

[ADDRESS OF AGENCY]

**RE: U Nonimmigrant Status (“U Visa”) Certification Request**

**Victim: [First LAST LAST(DOB XX/XX/XXXX)]**

**Case Number: XXXXCRXXXX**

**Perpetrator: First LAST LAST (DOB XX/XX/XXX)**

Dear [OFFICER],

My name is [YOUR NAME][A#]. I am writing to request that you sign the I-918, Supplement B Law Enforcement Certification, so that I may petition United States Citizenship and Immigration Services (USCIS) for U nonimmigrant status.

In order to obtain U nonimmigrant status, the petitioner must submit a law enforcement certification stating that he was the victim of a qualifying crime; that he possesses information about the crime; and that he has been, is being or is likely to be helpful to the investigation and/or prosecution of the qualifying criminal activity. *See* 8 C.F.R. § 214.14(a)(12). For this reason, I am writing to request that you review the enclosed information and consider completing a Form I-918, Supplement B Law Enforcement Certification, for my case.

I was the victim of [CRIME] committed by [NAME OF PERPETRATOR]. **[Now include an explanation of what happened and be sure to be as specific as possible. How and when did the incident occur? Was it an ongoing event?]**

As a result of that crime, I suffered the following physical and emotional harm:**[Explain your physical or emotional injuries. For example: “I had to get ten stitches to my hand and arm and have been going to therapy”].**

I provided assistance in the investigation and prosecution of the crime in the following ways **[add or remove as applicable]:**

- 1.) Reported the crime on [DATE]
- 2.) Cooperated with law enforcement by providing oral and written statements
- 3.) Complied with any requests for information
- 4.) Testified in trial, at court hearings, appeals, and/or parole hearings

In the event that law enforcement should require further assistance from me, I am available and willing to cooperate in the investigation and prosecution of the crime.

I appreciate your assistance in this matter. I look forward to hearing from you at your earliest convenience.

Sincerely,

[Your name]

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<sup>1</sup> This guide was prepared by the Rocky Mountain Immigrant Advocacy Network (RMIAN) - 303-866-9308. RMIAN is a non-profit organization and is not part of the government. This pamphlet provides general information and should not be considered specific legal advice.

\_\_\_\_/\_\_\_\_/\_\_\_\_

[NAME OF CERTIFYING LAW-ENFORCEMENT OFFICER]

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RE: U Nonimmigrant Status (“U Visa”) Certification Request**

**Victim:** \_\_\_\_\_ **DOB** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Case Number:** \_\_\_\_\_ **CR** \_\_\_\_\_

**Perpetrator:** \_\_\_\_\_ **DOB** \_\_\_\_/\_\_\_\_/\_\_\_\_

Dear \_\_\_\_\_,

My name is \_\_\_\_\_ A#\_\_\_\_\_. I am writing to request that you sign the I-918, Supplement B Law Enforcement Certification, so that I may petition United States Citizenship and Immigration Services (USCIS) for U nonimmigrant status.

In order to obtain U nonimmigrant status, the petitioner must submit a law enforcement certification stating that he was the victim of a qualifying crime; that he possesses information about the crime; and that he has been, is being or is likely to be helpful to the investigation and/or prosecution of the qualifying criminal activity. *See* 8 C.F.R. § 214.14(a)(12). For this reason, I am writing to request that you review the enclosed information and consider completing a Form I-918, Supplement B Law Enforcement Certification, for my case.

I was the victim of \_\_\_\_\_ committed by\_\_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_

As a result of that crime, I suffered the following physical and emotional harm:

\_\_\_\_\_  
\_\_\_\_\_

I provided assistance in the investigation and prosecution of the crime in the following ways:

\_\_\_\_\_  
\_\_\_\_\_

In the event that law enforcement should require further assistance from me, I am available and willing to cooperate in the investigation and prosecution of the crime.

I appreciate your assistance in this matter. I look forward to hearing from you at your earliest convenience.

Sincerely,

\_\_\_\_\_

## WHAT SHOULD YOU INCLUDE IN THE BLANK SPACES?<sup>2</sup>

### 1.) NAME OF THE CERTIFYING OFFICIAL

- A “certifying agency” includes any “[f]ederal, State, or local law enforcement agency, prosecutor, judge, or other authority, that has responsibility for the investigation or prosecution of a qualifying crime or criminal activity.” Generally, the Supplement B form is signed by the police officer, prosecutor, or judge assigned to the criminal case.
  - Ask the police department where you filed the police report if they have a designated person who is in charge of certifying these requests. If they do have a designated official, send your application to that person. If the police department does not have a designated official, try to contact either the Chief of Police or the officer whose name appears on the report. You may also want to contact the Victim Assistance/Witness Division of the prosecutor’s office- they can be helpful in persuading the police to sign the Supplement B form.
  - Alternatively, a prosecutor may be willing to sign the Supp-B form for you if criminal charges were filed against the perpetrator in your case.
  - Lastly, a judge can sign the Supplement B form, but it may be extremely difficult to persuade him or her to do this without the help of an attorney.

### 2.) QUALIFYING CRIME

- The name of the crime of which you were a victim. Below is a list of qualifying crimes:

|                                    |   |
|------------------------------------|---|
| Abduction                          | Sexual Assault  |
| Abusive Sexual Contact             | Sexual Exploitation   |
| Blackmail                          | Slave Trade   |
| Domestic Violence                  | Stalking  |
| Extortion                          | Torture   |
| False Imprisonment                 | Trafficking   |
| Felonious Assault                  | Witness Tampering   |
| Female Genital Mutilation          | Unlawful Criminal Restraint   |
| Fraud in Foreign Labor Contracting | Other Related Crimes*†  |
| Hostage                            |   |
| Incest                             | *Includes any similar activity where the elements of the crime are substantially similar.                 |
| Involuntary Servitude              |   |
| Kidnapping                         |   |
| Manslaughter                       |   |
| Murder                             |   |
| Obstruction of Justice             | †Also includes attempt, conspiracy, or solicitation to commit any of the above, and other related, crimes |
| Peonage                            |   |
| Perjury                            |   |
| Prostitution                       |   |
| Rape                               |   |

- You will also want to include a description of the incident. Describe the crime in as much detail as possible, and be sure to include the date on which the crime occurred.
- The crime must have taken place in the United States or violated the laws of the United States.

### 3.) PHYSICAL OR MENTAL ABUSE

- “Physical or mental abuse” is defined as “injury or harm to the victim’s physical person, or harm to or impairment of the emotional or psychological soundness of the victim.” Examples of physical injuries

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include bruising, cuts, or broken bones. Sometimes a description of what happened will explain the physical injury; for example, “I was struck in the head with a telephone.” Examples of mental harm include emotional distress and psychiatric illnesses, such as Post-Traumatic Stress Disorder or depression. You may also want to include information about how the mental abuse has affected you; for example, you may have solicited the help of a psychologist or social worker, or you may have been so emotionally affected by the event that you are no longer able to do certain things, such as attend school.

#### 4.) INFORMATION ABOUT THE CRIME

- The petitioner must possess “credible and reliable information establishing that he or she has knowledge of the details concerning the qualifying criminal activity upon which his or her petition is based.” You may demonstrate that you have information about the crime by describing the incident and explaining how you have been helpful to law enforcement.

#### 5.) HELPFULNESS

- “Helpfulness” includes reporting the crime, interviews with police, oral or written statements given to law enforcement, testimony in court, and providing physical evidence to the authorities. Make sure to mention that you are willing to provide further assistance if asked.

### **BE SURE TO INCLUDE THE I-918 SUPPLEMENT B FORM<sup>3</sup>**

You should complete Part One of the Supplement B form and leave the rest blank for the certifying official to complete.

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