



US Consulate General Naples
 Piazza della Repubblica
 80122 Naples, Italy
IVNaples@state.gov

Checklist – Petition for Alien Relative (*Spouse*)

<hr/> Name of U.S. Citizen Petitioner		<hr/> Name of Spouse	
<u>Form</u>		<u>Please take Note</u>	
<input type="checkbox"/>	Form I-130 - Petition for Alien Relative https:// www. uscis. go v/ i-130	<input type="checkbox"/> Print legibly using block letters <input type="checkbox"/> Complete ALL blocks. If not applicable, enter “ <i>Not Applicable</i> ” or “ <i>NA</i> ” <input type="checkbox"/> Dates must be in Month/Day/Year form; March 6, 2017 should be written as 03/06/2017 . <input type="checkbox"/> United States citizen petitioner must sign and date Part 6 – 6a	
<input type="checkbox"/>	Form I-130A – Supplemental Information for Spouse Beneficiary –	<input type="checkbox"/> Print legibly using block letters <input type="checkbox"/> Complete ALL blocks. If not applicable, enter “ <i>Not Applicable</i> ” or “ <i>NA</i> ” <input type="checkbox"/> Dates must be in Month/Day/Year form; March 6, 2017 should be written as 03/06/2017 . <input type="checkbox"/> Foreign spouse must sign and date Part 4 – 6a	
<input type="checkbox"/>	Color Photographs	<input type="checkbox"/> One (1) U.S. passport color photo (2” x 2”) must be submitted for the United States petitioner and One for the foreign spouse. <ul style="list-style-type: none"> o Photos must be in color with full face, frontal view on a white to off-white background. 	
<input type="checkbox"/>	Required Fee	<input type="checkbox"/> Accepted Forms of Payment <ul style="list-style-type: none"> o Fee amount for the Form I-130 Petitions is \$535 or Euro 509. The fees for applications and petitions submitted to this office must be paid: o By a cashier’s check, money order, or international bank draft, made payable in US Dollars to the U.S. Consulate General Naples, issued by a U.S. bank or by a U.S military Post Office facility; or o By a cashier’s check (assegno circolare) in Euros, issued by an Italian bank, made payable to the <u>U.S. Consulate General Naples</u> o Cash o Credit Card <p style="color: red;"><u>The following types of payment will not be accepted:</u></p> <ul style="list-style-type: none"> o Personal Checks – Checks issued by “Poste Italiane” 	



Supporting Documentation	
<input type="checkbox"/> Official Translations	<input type="checkbox"/> Documents in any language other than English must be accompanied by an accurate English translation. The translator must certify that he/she is competent to translate from the foreign language into English and that the translation is complete and accurate.
<input type="checkbox"/> Proof of U.S. citizenship	<input type="checkbox"/> The U.S. citizen must provide an original and photocopy of one of the following: <ul style="list-style-type: none">○ Valid U.S. passport○ State issued birth certificate;○ Certificate of Citizenship or Naturalization Certificate
<input type="checkbox"/> Proof of Italian Residency	<input type="checkbox"/> The U.S. citizen must provide original and a photocopy of one of the following evidence that he/she has permission to reside in the Italy: <ul style="list-style-type: none">○ Certificate of Residence○ Permesso di Soggiorno○ Italian identity card○ U.S. Military PCS orders assignment to Italy and Military I.D. card
<input type="checkbox"/> Marriage Certificate	<input type="checkbox"/> Provide an original marriage certificate issued by a public authority to show that a public record exists of the marriage between you and your spouse. Decorative or commemorative certificates are not sufficient.
<input type="checkbox"/> Divorce Decree(s) or Death Certificate(s)	<input type="checkbox"/> Provide a divorce decree (absolute or final) or death certificate issued by a public authority to show that a public record exists of the termination of all prior marriage(s). Provide all pages of the decree including the judge's signature.
<input type="checkbox"/> Record of Name Change	<input type="checkbox"/> If either you or the person you are filing for has used a name other than that shown on the relevant documents, you must provide legal documents that effected the change. e.g., marriage certificate, adoption decree, court order or deed poll.
<input type="checkbox"/> Beneficiary's foreign passport photo page	<input type="checkbox"/> Provide a photocopy of the beneficiary's valid foreign passport photo page.
<input type="checkbox"/> In person filing:	<p>Monday or Thursday from 2:00 pm to 3:00 pm – please note that this service is not walk-in. You will need to schedule your appointment by contacting IVNaples@state.gov</p> <p>Filing must be in person. There is no option for mail-in filing.</p>



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<input type="checkbox"/>	Evidence of shared life	<input type="checkbox"/> Documentation such as: Documentation showing joint ownership or property; or A lease showing joint tenancy of a common residence; or Birth certificate(s) of child(ren) born to you, the petitioner, and your spouse together; or Sworn affidavits by third parties having personal knowledge of the marital relationship; or Photos or other documentation evidencing the courtship, wedding ceremony, shared residence, and shared experiences.
<input type="checkbox"/>	Your I-130 will be rejected if:	<ul style="list-style-type: none"><input type="checkbox"/> The U.S. citizen fails to sign Part 6 – 6a<input type="checkbox"/> Did not use current edition of the Form I-130<input type="checkbox"/> Incorrect form of payment is submitted; or<input type="checkbox"/> The U.S. citizen does not provide the Italian Residency Requirement or the required original documents<input type="checkbox"/> If the U.S. petitioner has a petition pending determination by USCIS for the same beneficiary.