



MARILYN STRICKLAND

CONGRESSWOMAN FOR WASHINGTON'S 10TH DISTRICT

INSTRUCTIONS FOR USCIS PRIVACY RELEASE

If you have questions about these instructions or the release form, please call our office at

360-459-8514

For Petitions: Form I-130, Form I-140, Form I-129F, Form I-730, etc.

- **Which sections on the privacy release should you complete?**
 1. "Petitioner/Applicant":
 - The information should relate to the U.S. Citizen, LPR, Individual, or Business filing a petition on behalf of a beneficiary, and
 2. "Beneficiary":
 - The information should relate to the non-U.S. Citizen or foreign national.

For Applications: Form I-485, Form N-400, Form I-765, Form I-131, Form I-751, etc.

- **Which section on the privacy release should you complete?**
 1. "Petitioner/Applicant":
 - The information should relate to the non-U.S. Citizen or foreign national who submitted the specific application to USCIS. Leave Beneficiary Section blank.

The Privacy Release must include the following information:

- The name, current address, date of birth, and place of birth of the individual whose information is being requested (the subject of records).
 - Address includes the street number and name, city, state, and zip code.
 - A business is exempt from the date of birth and place of birth requirement.
- Do not grant permission for anyone to access the information released to our office.
 - Attorneys or Accredited Representatives may not be named as authorized recipients.
 - Family members or friends may not be named as authorized recipients.
- The subject matter to which the requested information relates.
 - USCIS receipt number or tracking number.
 - USCIS form type or benefit requested.
 - A brief description of the information or action needed.
- The signature of the individual whose information is being requested (the subject of records).
 - Only one handwritten signature for each privacy release.
 - USCIS will not accept a digital signature created by a typewriter, word processor, stamp, auto-pen, or similar device.

Are there any exceptions for who can sign the privacy release, instead of the subject of records?

- A custodial parent if the subject of records is younger than 14 years old.
- A legal guardian if the subject of records has a disability.
- An attorney-in-fact, provided the legally executed power of attorney document is also submitted
 - USCIS will not accept a Form G-28 as a power of attorney document
 - Please do not submit Form G-28 with casework inquiries

Important: Please do not include your Social Security Number on the Privacy Release Form, as USCIS will reject our case submission if it contains this information.