

What Is the Purpose of This Form?

This form is for an employer to classify employees as L-1 nonimmigrant intra-company transferees under a blanket L petition approval.

Who May File?

An employer who has already obtained approval of a blanket L-1 petition may file this form to classify employees outside the United States as executives, managers or specialized knowledge professionals. If the employee is in the United States and you are requesting a change of status or extension of stay for that employee, use Form I-129, Petition for a Nonimmigrant Worker.

General Filing Instructions.

Please answer all questions by typing or clearly printing in black ink. Indicate that an item is not applicable with "N/A." If the answer is "none" write "none."

If you need extra space to answer any item, attach a sheet of paper with your name and Alien Registration Number (A#), if any, and indicate the number of the item to which the answer related.

You must file your petition with the required **Initial Evidence**. Your petition must be properly signed. Retain a copy of the form and supporting documents for your records.

Translations. Any foreign language document must be accompanied by a full English translation that a translator has certified as complete and correct. The translator must also certify that he or she is competent to translate the foreign language into English.

Copies. If these instructions state that a copy of a document may be filed with this petition, and you choose to send us the original, we may keep that original for our records.

Initial Evidence.

You must file your petition with:

- A copy of the approval notice for the blanket petition;
 - A letter from the alien's foreign qualifying employer detailing his or her dates of employment, job duties, qualifications and salary. The letter must also show that the alien worked for the employer for at least one continuous year in the three-year period preceding the filing of the petition in an executive, managerial or specialized knowledge professional capacity; and
- If the alien is a specialized knowledge professional, a copy of a U.S. degree, a foreign degree equivalent to a U.S. degree, or evidence establishing that the combination of the beneficiary's education and experience is the equivalent of a U.S. degree.

Where to File.

If the alien requires a visa, he or she should present the completed petition at a U.S. embassy or consulate abroad.

If the alien is not required to obtain a visa, he or she should file this petition at the Service Center of the U.S. Citizenship and Immigration Services (USCIS) that approved the blanket petition.

Fee.

There is no fee for this petition.

Processing Information.

Acceptance. A petition that is not signed will be rejected with a notice that the petition is deficient. You may correct the deficiency and resubmit the petition. However, a petition is not considered properly filed until it is accepted by USCIS.

Initial processing. Once the petition has been accepted, it will be checked for completeness, including submission of the required initial evidence. If you do not completely fill out the form or file it without required initial evidence, you will not establish a basis for eligibility and we may deny your petition.

Requests for more information or interview. We may request more information or evidence or we may request that you appear at a USCIS office for an interview. We may also request that you submit the original of any copy. We will return these originals when they are no longer required.

Decision. You will be notified in writing of the decision on your petition. If you filed the petition at a USCIS service center and it is approved, the approval notice will be sent to you so you can send it to the beneficiary to present at a port of entry when he or she enters the United States.

Penalties.

If you knowingly and willfully falsify or conceal a material fact or submit a false document with this request, we will deny the benefit you are seeking and may deny any other immigration benefit. In addition, you will face severe penalties provided by law and you may be subjected to criminal prosecution.

Privacy Act Notice.

We ask for the information on this form and associated evidence to determine if you have established eligibility for the immigration benefit you are seeking. Our legal right to ask for this information is in 8 USC 1154. We may provide this information to other government agencies. Failure to provide this information and any requested evidence may delay a final decision or result in denial of your application.

Information and USCIS Forms.

For information on immigration laws, regulations, procedures and to order USCIS forms call our toll-free forms line at **1-800-870-3676**. You can also get USCIS forms and information on immigration laws, regulations and procedures by telephoning our **National Customer Service Center** toll-free at **1-800-375-5283** or visiting our internet website at **www.uscis.gov**.

Use InfoPass for Appointments.

As an alternative to waiting in line for assistance at your local USCIS office, you can now schedule an appointment through our internet-based system, **InfoPass**. To access the system, visit our website at **www.uscis.gov**. Use the **InfoPass** appointment scheduler and follow the screen prompts to set up your appointment. **InfoPass** generates an electronic appointment notice that appears on the screen. Print the notice and take it with you to your appointment. The notice gives the time and date of your appointment, along with the address of the USCIS office.

Paperwork Reduction Act Notice.

A person is not required to respond to a collection of information unless it displays a currently valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood and that impose the least possible burden on you to provide us with information. Often this is difficult because some immigration laws are very complex.

The estimated average time to complete and file this application is as follows: (1) 10 minutes to learn about the law and form; (2) 10 minutes to complete the form; and (3) 15 minutes to assemble and file the petition; for a total estimated average of 35 minutes per application.

If you have comments regarding the accuracy of this estimate or suggestions for making this form simpler, you can write to the U.S. Citizenship and Immigration Services, Regulatory Management Division, 111 Massachusetts Avenue, N.W., 3rd Floor, Suite 3008, Washington, D.C. 20529; OMB No. 1615-0010. **Do not mail your completed application to this address.**

**I-129S, Nonimmigrant Petition
Based on Blanket L Petition**

Department of Homeland Security
U.S. Citizenship and Immigration Services

START HERE - Please type or print in black ink.

Part 1. Information about employer.

Sponsoring Company of Organization's Name

Address - ATTN:

Street Number and Name

Room/Suite #

City or Town

State or Province

Country

Zip/Postal Code

Part 2. Information about employment.

This alien will be a:

- a. Manager/Executive
- b. Specialized knowledge professional

Blanket petition approval number:

Part 3. Information about employee.

Family Name

Given Name

Middle Name

Foreign Address: Street Number and Name

Room/Suite #

City or Town

State or Province

Country

Zip/Postal Code

Date of Birth (mm/dd/yyyy)

Country of Birth

Country of Citizenship/Nationality

Part 4. Additional information about the employment.

Address: Street Number and Name

Room/Suite #

City or Town

State or Province

Country

Zip/Postal Code

For USCIS Use Only

Returned

Receipt

Date

Date

Resubmitted

Date

Date

Reloc Sent

Date

Date

Reloc Sent

Date

Date

Petitioner Interviewed

on _____

Beneficiary Interviewed

on _____

Approved as:

Manager/executive

Specialized knowledge

on _____

Validity Dates:

From: _____

To: _____

Denied (Give reason)

Action Block

To Be Completed by

Attorney or Representative, if any.

Fill in box if G-28 is attached to represent the petitioner.

ATTY State License #

Part 4. Additional Information about the employment. (Continued.)

Date of intended employment (mm/dd/yyyy)

From:

To:

Weekly Wage

\$

Hours Per Week

\$

Title and detailed description of duties to be performed.

Give the alien's dates of prior periods of stay in the United States in a work authorized capacity and the type of visa.

Give the alien's dates of employment and job duties for the immediate prior three years.

Summarize the alien's education and other work experience.

Part 5. Signature. *Read the information on penalties in the instructions before completing this section.*

I certify, under penalty of perjury under the laws of the United States of America, that this petition and the evidence submitted with it are all true and correct. I am filing this on behalf of an organization, and I certify that I am empowered to do so by that organization. If this petition is to extend a prior petition, I certify that the proposed employment is under the same terms and conditions as in the prior approved petition. I authorize the release of any information from my records, or from the petitioning organizations records that the U.S. Citizenship and Immigration Services needs to determine eligibility for the benefit being sought.

Signature**Date** *(mm/dd/yyyy)***Daytime Telephone Number** *(with area code)***E-Mail Address** *(If any.)*

NOTE: If you do not completely fill out this form or fail to submit required documents listed in the instructions, the person(s) petitioned may not be found eligible for the requested benefit and this petition may be denied.

Part 6. Signature of person preparing form, if other than above. *(Sign below.)*

Signature**Print or Type Your Name****Date** *(mm/dd/yyyy)***Daytime Telephone Number** *(with area code)***E-Mail Address** *(If any.)***Firm Name and Address**