

CSC EXPEDITE PROCEDURES

Expeditious Handling Requests:

Expedited processing will be granted on a case-by-case basis.

Expedite requests will be considered under the following criteria:

- Significant public health concerns;
- Significant environmental concerns;
- Significant loss of revenue by the petitioner;
- Compelling national or regional interest;
- Significant job creation or loss;
- Extraordinary industry specific circumstances;
- Significant humanitarian concerns; or
- When an expedite is determined to be in the best interest of INS.

Reasons for the expedite request must be stated on the optional expedite work sheet and should include a one-page support letter.

Mark the envelope with a red dot and use the street mailing address.

The following address is used for overnight delivery (Federal Express, UPS, etc.) or bonded courier delivery:

California Service Center
24000 Avila Road, 2nd Floor, Room 2302
Laguna Niguel, CA 92677

Petitions and supporting documentation should be submitted in duplicate.

Expedites will only be granted in case of emergency. They are granted infrequently. Please remember that poor planning does not warrant expedite processing. Cases that are not clearly approvable will not be expedited. Incomplete petitions will also be denied expeditious processing.

Resubmission of a returned application/petition, appeal/motion, I-765/I-817, or non-direct mail application/petition may be handled as an expedite if one of the criteria above are met.

If no expedite response is received within 72 hours, the request has been denied. Normal processing will occur. There is no appeal from the denial of an expedite request. Follow-up faxes or telephone calls will not be entertained.

U.S. Department of Justice
Immigration and Naturalization Service

California Service Center
P.O. Box 10765
Laguna Nigel 92607-0765

USE EITHER PAGE 1 (General Inquiry) OR PAGE 2 (Permanent Resident Card Inquiry) OF THIS FORM

Please use this letter to make a written INQUIRY with the California Service Center (CSC)
Include no fees/money when using this form.

Please print your name and mailing address in this box:

Date: _____

Your Phone: _____

Your Fax: _____

Your E-mail: _____

Please provide as much of the following information as possible (App/Pet = Applicant or Petitioner):

Form Type _____

Receipt Number _____

Date Filed _____

Where filed if other than CSC _____

App/Pet Name _____

App/Pet Alien Number A _____

App/Pet Date of Birth _____

Beneficiary Name _____

Beneficiary Alien Number A _____

Beneficiary Date of Birth _____

Type of Inquiry: (please check one and describe on separate sheet if needed)

- Change of Address (Is new address listed above? Yes _____ No _____)
- Notice Correction - Attach copy of the notice with the requested corrections noted
- Expedite Request - Please explain why expedited processing is needed
- Status of I-551 Alien Registration Card (see other side)
- Other

Service Response:

Date of Response: