



Consulate General of the United States of America

220 Anna Salai
Chennai - 600 006



Dear Visa Applicant:

This office is unable to issue your visa at this time. Further action in your case has been suspended under section 221(g) of the Immigration and Nationality Act (INA).

In order to ensure that you are qualified for the stated position and have qualifying work awaiting you in the US, we suggest that you submit the following information:

~~FROM YOUR PETITIONER~~

- A copy of the petition with all supporting documents as filed to USCIS.
- A copy of the employment contract or letter of agreement signed by you and the petitioner.
- Petitioner's Income Tax Return for the last two tax years and financial statements.
- A notarized list of all the petitioner's employees of the job site listed. The list should show all employees' names, their specific job titles, start and end dates, and their individual salaries and immigration status.
- State Unemployment Wage Reports, showing all wages paid to each employee in the state, for the past three quarters as filed to:
 - All States
 - State(s) of: *FLORIDA*(This should be the actual forms filed to the State authorities listing each employee and wages paid during the quarter.)
- A copy of the contract between the U.S. employment agency (petitioner) and the job site (the location where you will actually work).
- A letter (on letterhead) from the personnel department at the U.S. job site stating that there is a vacancy for you.
- A letter from the client company sponsoring the project and a copy of the contract between the U.S.-based petitioner and the client company, stating the timing, terms and agreement for your project.
- A detailed and specific description of the internal development project to which you will be assigned. Include a complete technical description of the project, employer, timeline, current status, number of employees assigned, worksite location, and marketing analysis for the final product.

~~FROM YOU (OR YOUR WORKING FAMILY MEMBER)~~

- Your license to practice your profession in the U.S.
- Original or certified copies of your complete academic credentials.
- Evidence of previous work experience in the petitioned field.
- All previous passports, even if not used for travel.
- Evidence of extension of legal status in the U.S.
- Your federal income tax returns and W-2 forms for tax years:
- Copies of all pay slips and monthly bank statements for the following period:
- A notarized letter from the petitioner explaining the failure to pay the approved wage for the following period:

APPLICATION PROCESSING INFORMATION

- The petition is being returned to USCIS for further review. Upon completion of the review, USCIS will contact your petitioner. Please wait for a notification from the Consulate before returning.

OTHER:

*WORK ITINERARY:
SYSTEM SOFT
BIOPHAR ~~TECH~~ IDEC
APEX*



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Generalized or non responsive statements may delay the application longer. In order to ensure that all documentation is kept with your file, we ask that all documents be submitted by you directly in one single consignment. If confidentiality is an issue with third party documents (such as those from the petitioner) you may submit them in a sealed envelope.

When you submit this information, you will also need to include the following:

- Passport** (must be valid for six months at the time of application).
- Copy or Original DS-160 Confirmation page.
- Complete I-797, I-129 (Petition for a Non-Immigrant visa) form and Labor Condition Application.
- This letter.

Incorrect phone numbers, out-of-date contact information or inadequate photographs may result in delays. Please help us to process your case quickly by furnishing complete and accurate information.

You may submit the documents by the following method:

- A. You may appear for an interview with a consular officer on any Tuesday, Wednesday or Thursday from 9:00 a.m. to 12:00 noon. Please bring this letter with you, and **DO NOT** make a new appointment.
- B. You may submit the additional documents via drop box using VFS Services in Chennai, Bangalore, Hyderabad and Kochi.

You may find current addresses at the following Web address:

<http://chennai.usconsulate.gov/vfs.html>

***WARNING: IF YOU FAIL TO RESPOND WITHIN ONE YEAR OF TODAY'S DATE, YOUR APPLICATION WILL EXPIRE.**