

## **REQUEST FOR EVIDENCE**

### **I-129 L-1 Intracompany Transferees: Blanket Petition**

You, (insert name of petitioner), have filed Form I-129, Petition for Nonimmigrant Worker, seeking blanket L-1 classification.

A blanket petition simplifies the petitioning process for employers who frequently request intracompany transferees. An approved blanket confirms that a qualifying relationship exists within your company. After blanket approval, any of your qualifying entities may petition to transfer workers to the United States in L-1A or L-1B status. Those petitions, however, will only examine the beneficiaries' eligibility, and not the company's pre-approved qualifying relationships.

To process your petition, additional information is required. This request provides suggested evidence that you may submit to satisfy each requested item. You may submit one, some, or all of these items. You may submit none of them, and instead submit other evidence to satisfy the request. You may also explain how the evidence in the record already establishes eligibility. Note, however, that you are responsible for providing evidence that best shows you meet all requirements. Evidence must show that you were eligible for the requested benefit when you filed Form I-129.

#### **Request for Translations**

All foreign language documents must have a complete English translation to establish eligibility. This includes any documents you submit in response to this Request for Evidence.

You submitted documents which are in a language other than English. In order for USCIS to consider this evidence, you must submit English language translations for each document. The translator must certify that:

- The translations are accurate and complete; and
- He or she is competent to translate from the foreign language into English.

#### **Requirements for an Initial Blanket Petition**

Blanket petitions must show evidence regarding your qualifying organizations. Qualifying relationships within your organization may occur between branches of the same employer, or amongst parent companies, affiliates, or subsidiaries.

USCIS may approve you and some or all of your parents, branches, subsidiaries, and affiliates as qualifying organizations if:

- You have an office in the United States that has been doing business for one year or more;
- You have three or more domestic and foreign branches, subsidiaries, or affiliates;
- You and any other entities named in the petition are engaged in commercial trade or services; and
- You and the other qualifying organizations have:

- U.S. subsidiaries or affiliates with combined annual sales of at least \$25 million; or
- A U.S. work force of at least 1,000 employees; or
- At least 10 previous approvals for L-1 managers, executives, or specialized knowledge professionals during the previous 12 months.

**U.S. Office.** You must show that you have an office in the United States that has been doing business for one year or more.

You meet this requirement.

-OR-

You did not submit evidence for this requirement. You may still submit evidence to satisfy this requirement.

-OR-

The evidence you submitted is insufficient. (ISO should explain what evidence was submitted and why it is insufficient to establish eligibility.) You may still submit evidence to satisfy this requirement.

Evidence may include, but is not limited to, copies of: (Delete any of the following that were already provided by the petitioner)

- The most recent annual report, which describes the state of the U.S. entity's finances.
- Securities and Exchange Commission Form 10-K.
- Federal or state income tax returns.
- Audited financial statements, including balance sheets and statements of income and expenses describing the U.S. entity's business operations.
- Major sales invoices identifying gross sales amounts reported on the income and expenses statement or on corporate income tax returns.
- Shipper's export declaration or shipper's export declaration for in-transit goods.
- The U.S. entity's U.S. Customs and Border Protection forms, Entry Summary and Customs Bond that show business activity.
- Business bank statements that show business activity.

**Domestic and Foreign Branches, Subsidiaries, or Affiliates.** You must show that you have three or more domestic and foreign branches, subsidiaries, or affiliates.

You meet this requirement.

-OR-

You did not submit evidence for this requirement. You may still submit evidence to satisfy this requirement.

-OR-

The evidence you submitted is insufficient. (ISO should explain what evidence was submitted and why it is insufficient to establish eligibility.) You may still submit evidence to satisfy this requirement.

Evidence may include, but is not limited to, copies of: (Delete any of the following that were already provided by the petitioner)

- Securities and Exchange Commission Form 10-K, which lists all affiliates, subsidiaries, and branch offices, and percentage of ownership.
- The most recent annual report, which lists all affiliates, subsidiaries, and branch offices, and percentage of ownership.
- Federal or state income tax returns which show the subsidiaries and affiliates included in the blanket petition.

**Commercial Trade or Services.** You must show that you and each of the other requested qualifying entities are engaged in commercial trade or services.

You meet this requirement.

-OR-

You did not submit evidence for this requirement. You may still submit evidence to satisfy this requirement.

-OR-

The evidence you submitted is insufficient. (ISO should explain what evidence was submitted and why it is insufficient to establish eligibility.) You may still submit evidence to satisfy this requirement.

Evidence may include, but is not limited to, copies of: (Delete any of the following that were already provided by the petitioner)

- The most recent annual report, which describes the state of the U.S entity's finances.
- Securities and Exchange Commission Form 10-K.
- Federal or state income tax returns.
- Audited financial statements, including balance sheets and statements of income and expenses describing the U.S. entity's business operations.
- Major sales invoices identifying gross sales amounts reported on the income and expenses statement or on corporate income tax returns.
- Shipper's export declaration or shipper's export declaration for in-transit goods.
- The U.S. entity's U.S. Customs and Border Protection forms, Entry Summary and Customs Bond that show business activity.
- Business bank statements that show business activity.

**Other Evidence.** You must show that you and the other qualified entities have:

- U.S. subsidiaries or affiliates with combined annual sales of at least \$25 million; or
- A U.S. work force of at least 1,000 employees; or

- At least 10 previous approvals for L-1 managers, executives, or specialized knowledge professionals during the previous 12 months.

**Note:** If you submit evidence of previous approvals for specialized knowledge workers, you must also show that they are professionals. A *specialized knowledge professional* is an individual who has specialized knowledge. This is knowledge of your product, service, research, equipment, techniques, management, or other interests, and its application in international markets. It may also be an advanced level of knowledge or expertise in your processes and procedures. The individual must be a member of the professions, such as architects, engineers, lawyers, physicians, surgeons, and teachers.

You meet this requirement.

-OR-

You did not submit evidence for this requirement. You may still submit evidence to satisfy this requirement.

-OR-

The evidence you submitted is insufficient. (ISO should explain what evidence was submitted and why it is insufficient to establish eligibility.) You may still submit evidence to satisfy this requirement.

Evidence may include, but is not limited to, copies of: (Delete any of the following that were already provided by the petitioner)

- Securities and Exchange Commission Form 10-K.
- The most recent annual report.
- Tax documents.
- Federal or state income tax returns.
- Petition approval notices for at least 10 L-1 managers, executives, or specialized knowledge professionals during the previous 12 months.
- Evidence to show that the specialized knowledge workers in the Approval Notices you submitted are professionals.

### **Requirements for a Blanket Petition Extension**

When seeking a blanket approval to be extended indefinitely, you must provide:

- A copy of the previous blanket approval notice;
- A statement indicating whether you still meet the criteria for filing a blanket petition;
- Documentation of any changes in previously approved relationships and with additional qualifying organizations; and
- A list of the beneficiaries admitted under the blanket petition during the preceding three years. The list should show:
  - Positions held during that period;

- The employing entity; and
- The dates of initial admission and final departure of each beneficiary.

**Previous Blanket Approval Notice.** You must provide a copy of the previous blanket Approval Notice (Form I-797).

You meet this requirement.

-OR-

You did not submit evidence for this requirement. You may still submit evidence to satisfy this requirement.

-OR-

The evidence you submitted is insufficient. (ISO should explain what evidence was submitted and why it is insufficient to establish eligibility.) You may still submit a copy of the previous blanket approval notice to satisfy this requirement.

**Statement.** You must provide a statement indicating whether you still meet the criteria for a blanket petition.

You meet this requirement.

-OR-

You did not submit evidence for this requirement. You may still submit evidence to satisfy this requirement.

-OR-

The evidence you submitted is insufficient. (ISO should explain what evidence was submitted and why it is insufficient to establish eligibility.) You may still submit evidence to satisfy this requirement.

To satisfy this requirement, your statement should indicate that you:

- Have an office in the United States that has been doing business for one year or more;
- Have three or more domestic and foreign branches, subsidiaries, or affiliates;
- And any other entities named in the petition are engaged in commercial trade or services; and
- And the other qualifying organizations have:
  - U.S. subsidiaries or affiliates with combined annual sales of at least \$25 million; or
  - A U.S. work force of at least 1,000 employees; or
  - At least 10 previous approvals for L-1 managers, executives, or specialized knowledge professionals during the previous 12 months.

**Changes in Relationships.** You must provide documentation of any changes in previously approved relationships and with additional qualifying organizations.

You meet this requirement.

**-OR-**

The evidence you submitted is insufficient. (ISO should explain what evidence was submitted and why it is insufficient to establish eligibility.) You may still submit evidence to satisfy this requirement.

Evidence may include, but is not limited to, copies of: (Delete any of the following that were already provided by the petitioner)

- The most recent annual report, which lists all affiliates, subsidiaries, and branch offices, and percentage of ownership.
- A detailed list of owners, which includes the foreign entities' owners' names, and what percentages they own.
- Meeting minutes, which list the stock shareholders and the number and percentage of shares owned.
- Articles of incorporation, which have been date-stamped, "endorsed-filed" by the appropriate state official.
- Stock certificates, which have been issued to the present date, clearly indicating the name of each shareholder.
- A stock ledger, which shows all stock certificates issued to the present date, including total shares of stock sold, and names of shareholders.
- Proof of stock purchase or capital contribution, such as:
  - Wire transfer receipts;
  - Bank statements;
  - Cancelled checks; or
  - Deposit receipts.
- The articles of organization, with the names of members and percentage of membership interests issued by the entity.
- The partnership agreement and registration documents with the names of partners.
- Sole proprietorship registration documents, which indicate the ownership of the entity.

**Beneficiaries Admitted Under the Blanket Petition.** You must provide a list of the beneficiaries admitted under the blanket petition during the preceding three years. The list should show:

- Positions held during that period;
- The employing entity; and
- The dates of initial admission and final departure of each beneficiary.

You meet this requirement.

**-OR-**

You did not submit evidence for this requirement. You may still submit evidence to satisfy this requirement.

**-OR-**

The evidence you submitted is insufficient. (ISO should explain what evidence was submitted and why it is insufficient to establish eligibility.) You may still submit evidence to satisfy this requirement.

Evidence may include, but is not limited to, copies of the following from the preceding three years: (Delete any of the following that were already provided by the petitioner)

- Forms I-94 or passports showing the initial arrival and, if appropriate, final departure of the beneficiaries admitted under the blanket petition.
- A list of all the beneficiaries admitted under the blanket petition and:
  - The positions they held.
  - The entities who employed them.
  - Their dates of admission.
  - Their dates of final departure (if applicable).

#### **List of Subsidiaries and Affiliates**

You must include a list of all branches, subsidiaries, and affiliates which may request workers under the blanket petition.

The documentation you have provided does not list all of these entities. Provide a complete and legible list of these entities using a table such as the one below. This list will be endorsed and returned to you as an attachment to the Form I-797, Approval Notice.

<b>Name of company</b>	<b>Location</b>	<b>Owned by and Percentage of Ownership</b>
<b>Parent Company</b>		
<b>Subsidiaries, Affiliates, and Branch Offices</b>		