



## Pre-preparation of Documents

In order that your application can be completed as quickly as possible and to cut down on the time you must spend at the Consulate, please arrange your documents in the following chronological order **before** being called up to see your caseworker. NOTE: If you do not have the documents ready you could be asked go back to your seat to do so. This will delay your application and you will then be called up again a 2<sup>nd</sup> time.

In addition, if you do not yet have photocopies of your original documents, please make them before attending the interview. There is a photocopying machine in the Atrium, cost €0.50 per copy.

### **Make separate piles for each individual applicant, starting at the top with:**

- Birth certificate;
- Divorce or death decrees, if applicable;
- Marriage certificate;
- Police certificates in order of residence – the German one should be the last in line;
- Affidavit of financial support, either form ~~I-864~~ or ~~I-134~~ plus supporting documents.

Once your service ticket number (W=#) is called you should hand the documents in the above order to your case worker.