

9 FAM 41.107 Exhibit I

INFORMATION SHEET FOR CHARITABLE INSTITUTIONS SEEKING VISA FEE WAIVERS

(TL:VISA-519; 02-06-2003)
(Office of Origin: CA/VO/L/R)

You may be able to have the nonimmigrant visa application and issuance fees waived for aliens you are sending to the United States who will engage in charitable activities benefiting the poor and needy.

HOW CAN I OBTAIN THIS WAIVER?

You must request the waiver of fees in writing, claiming that the fees are a financial burden. The request should be submitted to the consular office where the alien(s) will apply for a visa. There is no special form for this purpose. A request on letterhead stationery is sufficient.

WHAT ELSE IS REQUIRED?

The letter must also include the following:

1. Where the organizations is based.

(a) If, in the United States, it must be tax-exempt as a charitable organization, not as a non-profit organization.

(b) If, it is foreign based and the government of its country has laws recognizing charitable institutions, it must be recognized as such by that country.

(c) If it is foreign based and the government of its country does not have such laws, it must be engaged in activities like those which, in the United States, would have tax-exempt status as charitable institutions.

2. List the names, dates and places of birth of the aliens you wish to send to perform charitable activities.

3. Exactly what kind of services for the poor and needy you expect them to perform.

4. The location and length of time you want the alien(s) to perform those charitable activities.

IS THAT ALL?

There are no other requirements. The consular office would welcome any other information you think would be helpful to show that the intended activities are those that merit this waiver, and may, at its discretion, request additional documentation regarding the statements made in your letter.