



*Embassy of the United States of America  
Oslo, Norway*

CHECKLIST FOR PETITION FOR SPOUSES & MINOR CHILDREN

To prepare your I-130 correctly, please use this checklist. Print your and your spouse's/child's full names below; print a copy of this checklist and attach it to the top of your petition before mailing it to this office. This will expedite processing of your I-130 petition. Each family member requires an individual petition.

\_\_\_\_\_

Print Full Name of Petitioner

\_\_\_\_\_

Print Full Name of Your Alien Spouse/Child

**I-130 (Petition for Alien Spouse/Child):**

- Please print legibly.
- The address in B.2 and C.2 should be your physical address; not a mailing address.
- Please complete all blocks. If not applicable, enter "Not Applicable" or "N/A".
- Write your full name where required; no initials.
- Dates must be listed in month/day/year format; March 20, 2007 is **3/20/07**.

**G-325A (Biographic Information):**

- Only **one** form completed by the petitioner and **one** form by his/her spouse. (No G-325A for child). Do not submit multiple copies (*even though you might see instructions elsewhere to do so*).
- Complete all blocks. If not applicable, enter "Not Applicable" or "N/A".
- The petitioner must **sign** his/her own form; the spouse must **sign** his/her own form.

**Supporting Documentation to submit with your Petition:**

- **Very Important - Do not send** original documents with the petition! Photocopies are acceptable. Only submit the documentation that is required by this checklist. Do not submit extraneous documentation, photos, bank/tax statements, etc. Also, please do not place documents in plastic protectors or binders; do not label documents with post-it notes; this simply delays processing.
- **Official Translations.** Any supporting documentation that you provide that is in a language other than English or Norwegian must be accompanied by an English translation. In some cases, we may require an official English translation.
- **Residency Requirement:** You must show evidence that you have permission from Norway to live and work here by submitting:
  - Appropriate Residence Permit Stamp (*Oppholdstillatelse*) for Norway; or
  - If Dual National, your EU Passport; or
  - If U.S. military, a copy of your PCS orders assigning you to Norway.
- **Proof of United States Citizenship:** Photocopy of the biographical page from your valid U.S. passport. You may also provide your state-issued birth certificate or your naturalization certificate. A hospital birth certificate or military ID card is not acceptable.

- **Marriage Certificate:** Please provide a marriage certificate issued by a public authority to show that a public record exists of the marriage between you and your spouse. A copy of your marriage license or marriage certificate signed only by a minister or justice of the peace is not acceptable.
  
- **Divorce Decree(s) or Death Certificate(s):** Please provide a death certificate or divorce decree (absolute or final) issued by a public authority to show that a public record exists of the death or termination of all prior marriage(s).
  
- **Record of Name Change:** If either you or the person you are filing for is using a name other than that shown on the relevant documents, you must provide legal documents recording what event effected the change; e.g, marriage certificate, adoption decree, *navnemelding*
  
- **Color Photos:** Please staple/tape one color photo of you and one of your spouse to the lower right-hand corner of the respective G-325A. For children, just submit the photo.

Photo must be:

- taken within 30 days of the date of petition submittal;
- roughly 50 mm square, with the full frontal facial image measuring 25-35 mm from the chin to top of hair;
- on white/light background;
- glossy;
- un-retouched;
- not mounted;
- Using pencil or felt pen, lightly print the name of the individual on the back of each photograph.

- **Mail the petition(s) to:**

**American Embassy,  
Henrik Ibsens gate 48,  
0244 Oslo,  
Norway**

**Thank you for using the checklist!**