




United States Department of State
National Visa Center
31 Rochester Ave., Suite 200
Portsmouth, NH 03801-2915

ROBERT J GRENIER
PAUL FRANK + COLLINS
ONE CHURCH STREET
P.O. BOX 1307
BURLINGTON, VT 05402-1307
 LIVAOS I-130

October 21, 2010

Dear ROBERT J GRENIER:

You are registered as the attorney of record in the immigrant visa case of Principal Applicant Full Name. As such you must **review communication and processing requirements and options** which may apply to this case. Go to the U.S. Department of State website at **www.EmbassyVisas.state.gov**, and click the "Establish communication and register an agent for your case" button. Review the "Embassy/Consulate Specific Requirements and Options" to determine if any apply to this case.

You are also responsible for coordinating payment of the Immigrant Visa (IV) Application processing fee for each applicant, and the Affidavit of Support (AOS) fee for this case, all of which are now due and payable.

Payment must be received before the petition can be processed further. Fee bill invoices for all fees due are included with this message and may be required to be submitted with payments. If you did not receive a fee bill for any applicant who should be named on this case, please contact the NVC; do not send a fee payment for the applicant.

To make a payment go to **www.EmbassyVisas.state.gov**, click the "Make a combined fee payment" link, and follow the directions displayed. You will need the following identification numbers to make payments:

- Your client's NVC case number: MTL2010764024
- Your client's invoice ID number: 25594129

Do not send fee payments to the National Visa Center (NVC) in Portsmouth, New Hampshire.

If the applicant intends to adjust status with U.S. Citizenship and Immigration Services (USCIS), contact the NVC before taking further action or making any payments.

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Children who pass 21 years of age after original USCIS approval of the petition lose eligibility to accompany or later join the applicant(s) immigrating to the United States under the original petition. The Child Status and Protection Act (CSPA) allows some children to remain eligible beyond 21 years of age. If you believe that the CSPA applies to this case, please send a detailed explanation to the NVC to be forwarded to the U.S. Embassy/Consulate for a decision.

If the NVC receives no communication from any representatives of a case for a period of one year the case enters the termination process. All submitted fees and documents expire and must be resubmitted to resume the immigration process.

When contacting the NVC or any U.S. Embassy/Consulate about your client's case always include:

- Full Name of Visa Applicant
- Full Name of Petitioner
- NVC Case Number

Sincerely,

Director
National Visa Center

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Visa Information

If you have specific questions about your client's case, please contact the NVC. The preferred method of communication is e-mail.

E-Mail The NVC's e-mail address is: **nvcinquiry@state.gov**
Attorneys of record should use: **nvcattorney@state.gov**

In order to ensure a prompt response:

- Enter your client's case number in the Subject Line of the e-mail.
- Include the principal applicant's name and date of birth and the petitioner's name and date of birth in the body of the e-mail.
- Include the name of the law office requesting the information.
- If the petition is employment-based, include the company/organization name.
- Ask about only one case per e-mail.

Legal Questions The Visa Office of the Bureau of Consular Affairs uses the following e-mail address for attorneys of record: **legalnet@state.gov**

24 Hour Information An automated recorded message system is available 24 hours a day, seven days a week to answer case status inquiries (603 334-0700).

Customer Service Customer Service Representatives are available to respond to inquiries Monday through Friday from 7:30 AM to 12:00 AM Eastern Standard Time (EST) (603 334-0700).

Postal Mail National Visa Center
Attn: WC
31 Rochester Ave., Suite 200
Portsmouth, NH 03801-2909
USA

When contacting the National Visa Center about an immigrant visa case, always include the following information:

Name of Principal Applicant
Principal Applicant's Date of Birth
Name of Petitioner
Petitioner's Date of Birth
NVC Case Number

Please Note: If a period of one year passes without communication to the NVC, all submitted fees and documents expire and must be resubmitted to resume the immigration process.

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**U.S. Department of State
National Visa Center**

Affidavit of Support (AOS) Processing Fee Bill Invoice

NVC Case Number: MTL2010764024
AOS Invoice for: TANELLI, JOE
Invoice Date: October 21, 2010
Amount Due: \$88.00
Invoice I.D. Number: 25594129



**DO NOT SEND FEE PAYMENTS TO THE NVC NEW HAMPSHIRE FACILITY.
THIS WILL DELAY PROCESSING OF THE VISA.**

Payment Instructions:

1. Fee payments to the National Visa Center (NVC) are made through the Consular Electronic Application Center's Immigrant Visa Invoice Payment Center. Go to **www.ImmigrantVisas.state.gov** and click the "Fee Collection" link, then the "Online Payment" link.
2. The online payment process requires that you have available:
 - The checking account number of the account used for payment
 - The routing number of the bank where the account is maintained(For those unfamiliar with check numbering, the Immigrant Visa Invoice Payment Center displays instructions for how to locate the account and routing numbers on your checks.)
3. After gathering your account number and bank routing number, log into the Immigrant Visa Invoice Payment Center. You will need the NVC case number and the Invoice Identification Number printed above.
4. After you have logged in, step-by-step instructions will be displayed to guide you through the payment process.
5. Retain a copy of this invoice for your records.

Payers who are unable to use the online payment method must follow alternative payment instructions. Go to **www.ImmigrantVisas.state.gov** and click the "Fee Collection" link, then the "Alternative Payment Method" link, and then follow the instructions displayed. When paying by cashier's check or money order, you must enclose this original invoice with the payment.

Please Note: Processing fees are non-refundable.



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**U.S. Department of State
National Visa Center**

Immigrant Visa Application Processing Fee Bill Invoice

NVC Case Number: MTL2010764024
IV Invoice for: KRISTEN AGNES GUPTILL
Beneficiary I.D.: 27036334
Invoice Date: October 21, 2010
Amount Due: \$404.00
Invoice I.D. Number: 25594129



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**U.S. Department of State
National Visa Center**

Immigrant Visa Application Processing Fee Bill Invoice

NVC Case Number: MTL2010764024
IV Invoice for: LUCY MARIA TANELLI
Beneficiary I.D.: 27156073
Invoice Date: October 21, 2010
Amount Due: \$404.00
Invoice I.D. Number: 25594129



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Please Note: Processing fees are non-refundable.



MTL2010764024-027156073