

## Instructions for I-907, Request for Premium Processing Service

**NOTE:** You may file Form I-907 electronically. Go to our internet website at [www.uscis.gov](http://www.uscis.gov) and follow the detailed instructions on e-filing.

### Instructions

Please read these instructions carefully to properly complete this form. If you need more space to complete an answer, use a separate sheet(s) of paper. Write your name and Alien Registration Number (A #), if any, at the top of each sheet of paper and indicate the section and number of the item to which the answer refers.

#### What Is the Purpose of This Form?

Use Form I-907 to request Premium Processing Service on certain petitions or applications designated as eligible for this service.

#### When Should I Use Form I-907?

You should use Form I-907 to request Premium Processing Service for certain petitions or applications designated as eligible for Premium Processing Service. Visit our web site at [www.uscis.gov](http://www.uscis.gov) for details about which petitions or applications are eligible for this service.

You may file your request for Premium Processing Service with the eligible petition or application. You may also file the request for Premium Processing Service after you file the eligible petition or application, as long as the eligible petition or application is still pending.

Only the petitioner or applicant who filed the corresponding petition or application (e.g. Form I-129), or the attorney or accredited representative of the petitioner or applicant, may request Premium Processing Service. If the attorney or accredited representative makes the request, a properly completed Notice of Appearance (Form G-28) must accompany the request, even if the attorney or accredited representative has already filed a Form G-28 in the case.

Premium Processing Service guarantees 15 calendar day processing of certain employment-based petitions or applications. U.S. Citizenship and Immigration Services (USCIS) will refund the Premium Processing Service fee but continue to process the case unless within 15 calendar days of receipt of a properly filed Form I-907, USCIS issues an approval notice or, where appropriate, issues a notice of intent to deny, a request for evidence or opens an investigation for suspected fraud or misrepresentation on the related petition or application.

If an intent to deny or request for evidence is issued within 15 calendar days of receipt or if the case is referred for investigation of suspected fraud or misrepresentation, the processing time has been met. Once a response is received to the notice of intent to deny or request for evidence, USCIS will guarantee 15 calendar day processing from the date the response was received.

#### General Instructions.

##### How Do I File Form I-907?

You must fill out a separate Form I-907 for each petition or application submitted. Follow the steps below to complete your request process:

**Step 1** - Fill Out the Form I-907

**Step 2** - Submit Your Request

**NOTE:** USCIS wants to make sure that you receive the requested immigration benefit. To do this, we may ask for more evidence, interview you, and/or conduct an investigation.

##### Step 1. Fill Out the Form I-907.

**Use black ink only.** Type or print clearly using **CAPITAL** letters. If an item does not apply to you, write "N/A." If the answer is none, write "NONE."

This form is divided into **Parts 1** through **4**. The following information should help you fill out the form.

##### Part 1 - Information about you.

**Company or Business Name** - Give the full name of the company or business.

##### Part 2 - Information about request.

Give the requested information about the related petition or application for which you are requesting Premium Processing Service. USCIS **must** have this information in order to match the Form I-907 with the underlying form for which you are requesting Premium Processing Service. If you are **requesting an upgrade** of the pending underlying form to Premium Processing Service, you must complete all blocks (1 through 5) in Part 2 of the Form I-907 or your Form I-907 will be **rejected** and the filing fee returned. If you are concurrently filing the Form I-907 with the underlying form for which you are requesting Premium Processing Service, you must complete blocks 1, 3, 4 and 5 in Part 2 or your Form I-907 will be **rejected** and the fee returned. (You don't have to complete block 2 because if you are concurrently filing Form I-907 with the underlying form, you will not know the receipt number of the underlying form at the time you file).

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### Part 3 - Original signature.

The petitioner, applicant, attorney, or accredited representative must sign and date the request. If the Form I-907 does not contain an original signature (stamped signatures or photocopies are not acceptable) the request for Premium Processing Service (along with the \$1,000 Premium Processing Service fee) will be returned to the requester.

**NOTE: Only the petitioner (including the self-petitioner) or the applicant** of the relating petition may sign the Form I-907 to seek Premium Processing Service on the related petition or application.

### Part 4 - Original signature of attorney or accredited representative who submitted Form G-28.

1. If a Form G-28, Notice of Entry of Appearance as Attorney or Representative, is attached to this request, the attorney or accredited representative listed on the Form G-28 must sign, date and give his or her address and daytime phone number.
2. If the preparer is a business or organization, its name must be included on the form.

### Step 2. Submit Your Request.

You must include the following items with your request.

1. **Your signed and completed Form I-907.**
2. **Your signed and completed petition or application** - unless the petition or application was previously filed and is still pending. If this is the case, you must submit a copy of the filing receipt or a copy of the transfer notice, if applicable.

### Where To File?

**Submit the request.** The Form I-907 may be filed at the same time as the relating petition or application, or it may be filed at a later date. If you plan to file the Form I-907 electronically, refer to the USCIS website at [www.uscis.gov](http://www.uscis.gov) and click on "Immigration Forms."

The filing location for the Form I-907 depends on the filing location of the underlying petition or application for which you are requesting Premium Processing Service as described later in this form.

If you have already filed the underlying form (i.e., Form I-129 or Form I-140) and wish to request Premium Processing Service, submit the Form I-907 to the Service Center where the underlying form is pending. Include a copy of the filing receipt or a copy of the transfer notice, if applicable.

**The filing address for the Form I-907 depends on whether you are requesting Premium Processing Service for Form I-129 or for Form I-140.**

### Premium Processing Service for Form I-129 - Initial Filings

If you are requesting Premium Processing Services on Form I-129, Petition for Nonimmigrant Worker, you must also file Form I-907, request for Premium Processing Services. Send the entire Forms I-129/I-907 package to the address listed in the I-129 filing instructions.

**NOTE:** Before you file the Forms I-129/I-907 package, check the Premium Processing website to make sure the requested classification is Premium Processing Service eligible. (Premium Processing website link: <http://www.uscis.gov>)

### Premium Processing Service for Form I-129 - Upgrades for Pending Cases

If you have already filed Form I-129, and you wish to request Premium Processing Service, file Form I-907 with the Service Center where Form I-129 is pending. Include a copy of Form I-797, Notice of Action, or a copy of the transfer notice, if applicable, showing the location of the relating petition. To ensure that Form I-907 is matched up with the pending Form I-129, you must completely answer **Questions 1 through 5 in Part 2** of Form I-907. If this information is not provided, the Form I-907 will be rejected. The Premium Processing addresses for each service center that handles Form I-129 is listed in the Form I-129 filing chart.

**NOTE:** Form I-129 filing chart internet address: <http://www.uscis.gov>)

### Premium Processing Service for Form I-140 - Initial Filings

All Forms I-140 are filed either at the Nebraska Service Center or the Texas Service Center, depending on the location of the beneficiary's permanent employment. If you are requesting Premium Processing Service on Form I-140 for a preference category that is Premium Processing eligible, you must include Form I-907, and send the entire Form I-907/I-140 package to the correct filing location listed below. Before you file, note the different filing addresses. Failure to follow these instructions may result in your application or petition being rejected, delayed, or denied.

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## Nebraska Service Center Filings

File Form I-907/I-140 package with the Nebraska Service Center if the beneficiary will be employed permanently in:

**Alaska, Arizona, California, Colorado, Guam, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Montana, Nebraska, Nevada, North Dakota, Ohio, Oregon, South Dakota, Utah, Washington, Wisconsin or Wyoming.**

The mailing address you should use is:

Form I-140 Premium Processing Mailing Address:

Premium Processing  
USCIS Nebraska Service Center  
P.O. Box 87103  
Lincoln, NE 68501-7103

Form I-140 Premium Processing Courier Address:

Premium Processing  
USCIS Nebraska Service Center  
850 S St.  
Lincoln, NE 68508

Form I-140 Premium Processing E-mail Address:

NSC-Premium.140@dhs.gov

## Texas Service Center Filings

File Form I-907/I-140 package with the Texas Service Center if the beneficiary will be employed permanently in:

**Alabama, Arkansas, Connecticut, Delaware, the District of Columbia, Florida, Georgia, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Mississippi, New Hampshire, New Jersey, New Mexico, New York, North Carolina, South Carolina, Oklahoma, Pennsylvania, Puerto Rico, Rhode Island, Tennessee, Texas, Vermont, Virginia, U.S. Virgin Islands, or West Virginia.**

The mailing address you should use is:

Form I-140 Premium Processing Mailing Address:

Premium Processing  
USCIS Texas Service Center  
P.O. Box 279030  
Dallas, TX 75227-9030

Form I-140 Premium Processing Courier Address:

Premium Processing  
USCIS Texas Service Center  
4141 North St. Augustine Road  
Dallas, TX 75227

Form I-140 Premium Processing E-mail Address:

TSC-Premium.140@dhs.gov

## Premium Processing Service for Form I-140 - Upgrades for Pending Cases

If you have already filed Form I-140, and you wish to request Premium Processing Service, file Form I-907 with the Service Center where Form I-140 is pending. Include a copy of Form I-797, Notice of Action, or a copy of the transfer notice, if applicable, showing the location of the relating petition. To ensure that Form I-907 is matched up with the pending Form I-140, you must completely answer **Questions 1 through 5 in Part 2** of Form I-907. If this information is not provided, the Form I-907 will be rejected.

If your Form I-140 is pending with the **Nebraska Service Center** or the **Texas Service Center**, send Form I-907 to that center at the previously noted address. If your Form I-140 is pending at either the **California** or **Vermont Service Center** you may use the corresponding address listed below to file an I-907.

## California Service Center

Form I-140 Mailing Address:

I-140 Premium Processing  
USCIS California Service Center  
P.O. Box 10140  
Laguna Niguel, CA 92607-0140

Form I-140 Courier Address:

Premium Processing  
USCIS California Service Center  
24000 Avila Road  
2nd Floor, Room 2312  
Laguna Niguel, CA 92677

Form I-140 E-mail Address:  
CSC-Premium.140@dhs.gov

### Vermont Service Center

Form I-140 Courier and Mailing Address:

Premium Processing  
USCIS Vermont Service Center  
63 Lower Welden Street  
St. Albans, VT 05479-8001

Form I-140 E-mail Address:  
VSC-Premium.140@dhs.gov

## Service Processing Information.

Our goal at USCIS is to process all petitions and applications fairly. The processing time will vary, depending on the specific circumstances of each case. We may reject an incomplete request. We may deny your request if you do not give us the requested information or do not go to a scheduled interview.

To request USCIS forms, call our toll-free forms line at **1-800-870-3676**. You may also get USCIS forms and information about immigration laws and regulations by calling our National Customer Service Center at **1-800-375-5283** or visiting the USCIS internet website at **www.uscis.gov**.

If you change your address, you must complete Form AR-11, Alien's Change of Address Card, according to the instructions on the form.

### What Is the Filing Fee?

The filing fee for the Form I-907 is **\$1,000**.

The \$1,000 Premium Processing fee is **in addition to** all other applicable filing fees. The petitioner, attorney or beneficiary may pay the \$1,000 fee but the beneficiary cannot sign the Form I-907. You must pay for Premium Processing Service with a **separate check or money order**. (Example: One check or money order attached to the relating petition or application, and one check or money order attached to the Form I-907).

Use the following guidelines when you prepare your check or money order:

1. The check or money order must be drawn on a bank or other financial institution located in the United States and must be payable in U.S. currency. **Do not mail cash.**
2. Make the check or money order payable to the **Department of Homeland Security**. Please spell out U.S. Department of Homeland Security. Do not use the initials "USDHS" or "DHS."

Your check or money order must be honored by the bank or financial institution. If it is not, we will charge you a fee for a returned/bounced check and your request for Premium Processing Service will be terminated.

### How to Check If the Fees Are Correct?

The form and biometric fees on this form are current as of the edition date appearing in the lower right corner of this page. However, because USCIS fees change periodically, you can verify if the fees are correct by following one of the steps below:

1. Visit our website at **www.uscis.gov**, select "Immigration Forms" and check the appropriate fee;
2. Review the Fee Schedule included in your form package, if you called us to request the form; or
3. Telephone our National Customer Service Center at **1-800-375-5283** and ask for the fee information.

**NOTE:** If your Form I-907 requires payment of a biometric service fee for USCIS to take your fingerprints, photograph or signature, you can use the same procedure to obtain the correct biometric fee.

### Address Changes.

If you change your address and you have an application or petition pending with USCIS, you may change your address on-line at **www.uscis.gov**, click on "Change your address with

USCIS" and follow the prompts or by completing and mailing Form AR-11, Alien's Change of Address Card, to:

**U.S. Citizenship and Immigration Services  
Change of Address  
P.O. Box 7134  
London, KY 40742-7134**

For commercial overnight or fast freight services only, mail to:

**U.S. Citizenship and Immigration Services  
Change of Address  
1084-I South Laurel Road  
London, KY 40744**

## USCIS Forms and Information.

To order USCIS forms, call our toll-free number at **1-800-870-3676**. You can also get USCIS forms and information on immigration laws, regulations and procedures by telephoning our National Customer Service Center at **1-800-375-5283** or visiting our internet website at **www.uscis.gov**.

As an alternative to waiting in line for assistance at your local USCIS office, you can now schedule an appointment through our internet-based system, **InfoPass**. To access the system, visit our website. Use the **InfoPass** appointment scheduler and follow the screen prompts to set up your appointment. **InfoPass** generates an electronic appointment notice that appears on the screen.

## Penalties.

If you knowingly and willfully falsify or conceal a material fact or submit a false document with this Form I-907, we will deny the Form I-907 and may deny any other immigration benefit.

In addition, you will face severe penalties provided by law and may be subject to criminal prosecution.

## Privacy Act Notice.

We ask for the information on this form, and associated evidence, to determine if you have established eligibility for the immigration benefit for which you are filing. Our legal right to ask for this information can be found in the Immigration and Nationality Act, as amended. We may provide this information to other government agencies. Failure to provide this information, and any requested evidence, may delay a final decision or result in denial of your Form I-907.

## Paperwork Reduction Act.

An agency may not conduct or sponsor an information collection and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. The public reporting burden for this collection of information is estimated at 30 minutes per response, including the time for reviewing instructions, completing and submitting the form. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Citizenship and Immigration Services, Regulatory Management Division, 111 Massachusetts Avenue, N.W., 3rd Floor, Suite 3008, Washington, DC 20529. OMB No. 1615-0048. **Do not mail your application to this address.**

### Form I-907 Check List.

- Did you completely fill out and sign the form?
- Did you attach a check or money order for **\$1,000** plus a check for the relating petition or application if applicable? (See **Step 2** of these instructions for fee information.)

**NOTE:** If you wish to have the notice mailed to you rather than wait for the batch-printed notice, submit a pre-paid express mail label and envelope for mailing.

For your records, you should keep copies of your request packet.