

TABLE OF CHANGES – INSTRUCTIONS
Form G-1041A, Instructions for Genealogy Records Request
OMB Number: 1615-0096
08/16/2022

Reason for Revision: FY 22-23 NPRM

Project Phase: OMBReview

Legend for Proposed Text:

- Black font = Current text
- **Red font** = Changes

Expires 08/31/2025

Edition Date 08/10/2022

Current Page Number and Section	Current Text	Proposed Text
Pages 3-4, General Instructions	<p>[Page 3]</p> <p>General Instructions</p> <p>...</p> <p>Filing Fee. Each request must be accompanied by the appropriate filing fee. (See the What Is the Filing Fee section of these Instructions.)</p> <p>...</p> <p>We recommend that you print or save a copy of your completed request to review in the future and for your records.</p>	<p>[Page 3]</p> <p>General Instructions</p> <p>...</p> <p>Filing Fee. See USCIS Form G-1055, Fee Schedule, available at www.uscis.gov/g-1055, for all information on filing fees.</p> <p>...</p> <p>We recommend that you print or save a copy of your completed request to review in the future and for your records.</p>
Page 4, What is the Filing Fee?	<p>[Page 4]</p> <p>What Is the Filing Fee?</p> <p>The filing fee for Form G-1041A varies depending on the number of files requested.</p> <ol style="list-style-type: none"> 1. The fee for a copy of microfilm is \$65 per request; and 2. The fee for a copy from hard copy file is \$65 per request. <p>NOTE: The filing fee is not refundable, regardless of any action USCIS takes on this request. If the file number provided does not match the immigrant named on this request, and there is no previous</p>	<p>[delete]</p>

Genealogy Index Search case identification number provided, we will not refund any fee. **DO NOT MAIL CASH.** You must submit all fees in exact amounts.

Use the following guidelines when you prepare your check or money order for the Form G-1041A filing fee:

1. The checks or money orders must be drawn on a bank or other financial institution located in the United States and must be payable in U.S. currency; **and**
2. Make the checks or money orders payable to **U.S. Department of Homeland Security.**

NOTE: Spell out U.S. Department of Homeland Security; do not use the initials “USDHS” or “DHS.”

Notice to Those Making Payment by Check. If you send us a check, USCIS will convert it into an electronic funds transfer (EFT). This means we will copy your check and use the account information on it to electronically debit your account for the amount of the check. The debit from your account will usually take 24 hours and your bank will show it on your regular account statement.

You will not receive your original check back. We will destroy your original check, but will keep a copy of it. If USCIS cannot process the EFT for technical reasons, you authorize us to process the copy in place of your original check. If your check is returned as unpayable, USCIS will re-submit the payment to the financial institution one time. If the check is returned as unpayable a second time, we will reject your application and charge you a returned check fee.

How To Check If the Fees Are Correct

Form G-1041’s filing fee is current as of the edition date in the lower left corner of this page. However, because USCIS fees change periodically, you can verify that the fees are correct by following one of the steps below.

	<p>1. Visit the USCIS website at www.uscis.gov, select “FORMS,” and check the appropriate fee; or</p> <p>2. Call the USCIS National Customer Service Center at 1-800-375-5283 and ask for fee information. For TTY (deaf or hard of hearing) call: 1-800-767-1833.</p>	
Page 4, Where To File?	<p>[Page 4]</p> <p>Where To File?</p> <p>Please see our website at www.uscis.gov/G-1041A or call the USCIS Contact Center at 1-800-375-5283 for the most current information about where to file this application. For TTY (deaf or hard of hearing) call: 1-800-767-1833.</p>	<p>[Page 4]</p> <p>Where To File?</p> <p>Please see our website at www.uscis.gov/G-1041A or call the USCIS Contact Center at 1-800-375-5283 for the most current information about where to file this application. For TTY (deaf or hard of hearing) call: 1-800-767-1833.</p>
Page 5, Paperwork Reduction Act	<p>[Page 5]</p> <p>Paperwork Reduction Act</p> <p>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 Office of Management and Budget (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, gathering the required documentation and information, completing the request, attaching necessary documentation, and submitting the request. 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, Office of Policy and Strategy, Regulatory Coordination Division, 5900 Capital Gateway Drive, Mail Stop #2140, Camp Springs, MD 20588-0009; OMB No. 1615-0096. Do not mail your completed Form G-1041 to this address.</p>	<p>[Page 5]</p> <p>Paperwork Reduction Act</p> <p>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 Office of Management and Budget (OMB) control number. The public reporting burden for this collection of information is estimated at 0.317 hours per response, including the time for reviewing instructions, gathering the required documentation and information, completing the request, attaching necessary documentation, and submitting the request. 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, Office of Policy and Strategy, Regulatory Coordination Division, 5900 Capital Gateway Drive, Mail Stop #2140, Camp Springs, MD 20588-0009; OMB No. 1615-0096. Do not mail your completed Form G-1041 to this address.</p>