

# DC VOLUNTEER LAWYERS PROJECT

## UPDATING YOUR ADDRESS WITH IMMIGRATION

When you move to a new address, it is important to update your address with immigration to ensure that you continue to receive notices about your case and Immigration Court hearings. If you are in Immigration Court proceedings, you should update your address with the Immigration Court and USCIS. If you are not in Immigration Court proceedings and have applied for relief to USCIS, you should update your address with USCIS.

### **U.S. Citizenship and Immigration Services (USCIS):**

You can update your address with USCIS by submitting Form AR-11 by mail or online.

## FILING ONLINE

**STEP 1:** Go to <https://www.uscis.gov/ar-11> and select file online.

**STEP 2:** Follow the prompts and provide the requested information. The form will ask for information like your legal name, date of birth, and former and current address.

**STEP 3:** Review that all the information you entered is correct and submit the form.

## FILING BY MAIL

**STEP 1:** Go to <https://www.uscis.gov/sites/default/files/document/forms/ar-11.pdf> to download Form AR-11 and print it.

**STEP 2:** Follow the prompts and provide the requested information. The form will ask for information like your legal name, date of birth, and former and current address.

**STEP 3:** Once you have completed the Form, verify that all the information is correct and mail the form to the address listed on the second page.

**Executive Office for Immigration Review (EOIR):** You can update your address with EOIR by mailing Form EOIR 33 to the court and ICE

**STEP 1:** Go to <https://www.justice.gov/eoir/form-eoir-33-eoir-immigration-court-listing> and locate the Immigration Court responsible for your case.

**STEP 2:** Once you have found the correct Immigration Court, select PDF to the right of the court and open Form EOIR 33.

If you are in Arlington Immigration Court:

<https://www.justice.gov/eoir/page/file/1230636/download>

If you are in Baltimore Immigration Court:

<https://www.justice.gov/eoir/file/640001/download>

**STEP 3:** Follow the prompts and fill out Form EOIR 33. The form asks for your legal name, A number, current and former address, and phone number.

**STEP 4:** There is a section called Proof of Service at the bottom of the form. This section is used to show the Immigration Court that you have also sent a copy of the form to ICE. In this section, fill in your name and the date that you will send Form EOIR-33 to ICE.

In the last space in this section, you will need to put the address for the ICE office where you will send a copy of Form EOIR-33. To find the correct address, go to this website: <https://www.ice.gov/contact/field-offices>. The correct address will be the Office of the Principal Legal Advisor in the same location as your Immigration Court. For example, if your case is in the Arlington Immigration Court, you'll provide the address for the Arlington-OPLA office as listed on this website.

**STEP 5:** Sign and date Form EOIR-33 above and below the Proof of Service section.

**STEP 6:** Once you have completed Form EOIR-33, make 2 copies of the form.

### **STEP 7 (Mail):**

Place one copy of Form EOIR-33 in an envelope addressed to the address you listed for ICE in the Proof of Service Section. Place a second copy of Form EOIR-33 in a second envelope addressed to the Immigration Court. The Immigration Court address can be found on the second page of Form EOIR-33 or through Google. Mail both forms.

### **STEP 7 (In Person):**

If you'd like to deliver the forms in person, you can leave the copy for ICE at the address that you listed for proof of service. The Immigration Court copy can be filed with the court at the address listed for the court on the second page of the EOIR-33 form.