



Where to File Your Petition — INS Service Center List

Following is a list of the four INS Service Centers and their respective jurisdictions. If giving a single performance or giving performances all in the same INS jurisdiction, you must file your petition with the service center under whose jurisdiction the performance(s) will be. However, if there will be performances in more than one INS jurisdiction, the petitioner sends the petition to the service center in his/her region. For example, if the performance is in California and the petitioner is based in New York, he/she files with the California Service Center. If there are dates in the west and midwest, the New York based petitioner would send the petition to the Vermont Service Center.

After you have sent in your petition, the INS will send you an I-797 Receipt Notice acknowledging receipt of your petition. Listed here will be a phone number that you can call to track the progress of your petition. While each Service Center has a Post Office Box address, listed here are street addresses for express delivery services.

Note that each service center has two sets of addresses and/or phone numbers. The first listed is for "regular" (non-Premium Processing) processing. The second is the address to use if the Premium Processing Service is used. For PPS petitions there is also an e-mail address with which to communicate with the INS regarding your PPS petition.

Jurisdiction: CT, DC, DE, MA, MD, ME, NH, NJ, NY, PA, PR, RI, VA, VT, WV

US Immigration and Naturalization Service

VERMONT SERVICE CENTER

75 Lower Welden Street

St. Albans, VT 05479

Tel.: (802) 527-3160

US Immigration and Naturalization Service

Premium Processing Service

VERMONT SERVICE CENTER

30 Houghton Street

St. Albans, VT 05478-2399

Tel.: (802) 527-4828

E-mail:

VSC.Premium.Processing@usdoj.gov

TIP

When sending your petition to the INS:

- put petition in an envelope and then into the courier package
- label each envelope (inner and courier packaging) with the type of petition (e.g., Form I-129, P-1, PPS, 12/30/01-03/20/02)
- mail package to the INS so that it arrives on a Tuesday or Wednesday

Jurisdiction: AZ, CA, GUAM, HI, NV

US Immigration and Naturalization Service

CALIFORNIA SERVICE CENTER

24000 Avila Road, 2nd Floor

Laguna Niguel, CA 92677

Tel.: (949) 831-8480

US Immigration and Naturalization Service

Premium Processing Service

CALIFORNIA SERVICE CENTER

24000 Avila Road, Room 2302

Laguna Niguel, CA 92677

Tel.: (949) 831-9670

E-mail:

CSC.Premium.Processing@usdoj.gov