1. Ask all clients: WHERE WERE YOU BORN?
   People born in the U.S. are citizens who do not need immigration advice.

   If your client was born outside the U.S., they may need an immigration consultation. Go to step 2 below.

   United States, Puerto Rico, Guam, or U.S. Virgin Islands
   Country: __________________________

2. WHAT IS YOUR IMMIGRATION STATUS?

   - Naturalized U.S. Citizen
     Date of oath ceremony: ________________________

   - Lawful Permanent Resident (LPR)/ Green card holder
     Date received status: ________________________

   - Undocumented/Visa Overstay

   - Other, Describe: ________________________
     *note “work authorization” is not a status. Write down the “category” on the work authorization card if your client’s status is unclear.

   - Refugee/asylee
     Date received status: ________________________

   - Visa holder, Type: ________________________
     Expiration date: ________________________

   - Temporary Protected Status (TPS)
     Expiration date: ________________________

   - Deferred Action for Childhood Arrivals (DACA)
     Expiration date: ________________________

   - Previously deported:
     Date: ________________________

3. Advise clients about your Padilla duty.

   Clients born outside the U.S. may suffer negative immigration consequences as the result of a plea. We recommend using an expert to advise about all people born outside of the U.S. except individuals who naturalize prior to the alleged offense date.

   Provide your client with background about your duties and initial advice, then finish the worksheet and contact an expert as soon as possible.

   As your defense attorney, I am required to advise you about the negative immigration consequences that could come from any plea or decision to go to trial. I will work with an expert to find out what the consequences for you may be and, if possible, negotiate for a plea that will not harm your immigration status.

   To do this, I need to get some more information about your immigration history.

   While we are waiting to resolve this case, you should not travel internationally or start a new immigration application. If you must travel or apply for an immigration benefit, you need to tell me as soon as possible.
4. WHAT STATUS DID YOU HAVE WHEN YOU ENTERED THE U.S.?
- Undocumented/Entered without inspection
- Visa
- Residency/Greed card
- Refugee/asylee
- Other:

5. WHEN DID YOU COME TO THE U.S.?

Date: _____________________________

6. WHAT IS YOUR A NUMBER?

An "A number" is an 8- or 9-digit identification number used by immigration agencies and courts. It can be found on your client's green card, work authorization, or any documents from immigration.

7. DO YOU HAVE:

- U.S. Citizen or lawful permanent resident family members?
  Who? _____________________________

- Pending immigration applications or renewals?
  What type? ____________________________
  What are your upcoming deadlines or appointments? ____________________________

- A prior immigration application that was denied?
  What type? ____________________________
  When was it denied? ____________________________

- A pending deportation case?
  Which court? ____________________________
  When is your next court date? ____________________________

- A prior deportation case?
  What was the result? ____________________________
  When was it decided? ____________________________

- An immigration attorney?
  What is their name and contact information? ____________________________

Contact

Webform: www.immdefense.org/webform
Call: 212.725.6422

To get full and accurate advice, you must provide:
- the information on this worksheet
- the charging document (scanned copy)
- the client's rap sheet (scanned copy)

IMPORTANT POINT!
Refer cases as early as possible to ensure we have time to provide a full advisal.