

Fall 2005

RE: Thanks For Your Recent Call Regarding the DV2007 Visa Lottery

Dear Friend of the Firm,

Thank you for your recent call to The Law Offices of GLINSMANN & GLINSMANN, CHARTERED. With clients worldwide, we have established a reputation for providing quality advice and services to individuals and businesses. We are proud to announce that in 2003 our firm received the AV Rating¹, the highest rating issued by Martindale-Hubbell², the authoritative resource for information on the worldwide legal profession.

It would be our pleasure to prepare and submit your 2007 Diversity Visa Lottery Application. Please fill out the enclosed intake form, which we will utilize to prepare your electronic entry. Return it together with a credit card voucher authorization form. You will be charged \$100 per entry if your intake, photos and intake are received by November 25, 2005. Only one entry is permitted per applicant. We will ensure that all of the information and photo requirements are met prior to submission of your entry.

No consultation is necessary for the DV2007 lottery service. However, it would be our pleasure to meet with you and analyze the other immigration alternatives that may be available to you. Please contact the Firm if you wish to schedule a consultation with an attorney at your convenience. During the initial consultation we normally evaluate your case, discuss alternative courses of action and advise you on anticipated fees and expenses. The Firm handles many cases on a flat fee basis in order to give our clients the security of a fixed financial commitment.

Sincerely,

GLINSMANN & GLINSMANN, CHARTERED

Enclosures

1. DV2007 Intake Form and Photo Instructions (Return intake and photos to us for electronic

¹ **An AV Rating** shows that a lawyer has reached the height of professional excellence. He or she has usually practiced law for many years, and is recognized for the highest levels of skill and integrity.

² Martindale-Hubbell is the facilitator of a peer review process that rates lawyers. Ratings reflect the confidential opinions of members of the Bar and the Judiciary. Martindale-Hubbell Ratings fall into two categories — legal ability and general ethical standards. CV, BV, and AV are registered certification marks of Reed Elsevier Properties Inc., used in accordance with the Martindale-Hubbell certification procedure's standards and policies.

GLINSMANN & GLINSMANN, CHARTERED
CLIENT INFORMATION INTAKE SHEET
THE DV2007 LOTTERY

filing)

2. Credit Card Payment Voucher
3. Business Card

GLINSMANN & GLINSMANN, CHARTERED
CLIENT INFORMATION INTAKE SHEET
THE DV2007 LOTTERY

INSTRUCTIONS. Please fill out this form the best you can and return it to our office. As always, all the information you supply us will be kept **STRICTLY CONFIDENTIAL**. Please enter the word “none” or “not applicable” where appropriate. Where city or country names have changed since time of birth, use the names as they are used now. The evaluation and analysis of your case depends on the facts provided. In this type of case the Firm will typically not require documentation to support the stated facts. However, if you are awarded a lottery registration, the USCIS and/or the State Department will require documentary proof of the facts stated herein.

FEES: The fees for the preparation of a DV-2007 application are as follows: 1) \$100 for intakes and payments received by November 25, 2005 2) \$210 for all DV intakes and payment received after COB November 25, 2005.

Last Name	E-Mail Address
First Name	Visa Priority Date (date that an immigrant petition was filed for you)
Middle Name	Type of Immigrant Petition on File for You: <input type="checkbox"/> Family Case Pending (USCIS/INS) <input type="checkbox"/> Labor Cert. Pending (Dept. of Labor)
Maiden Last Name	Current Immigration Status

MAILING ADDRESS: (This is where your award notice will be sent.)

Number	Street	Apartment #
City	State	Zip code

PERMANENT ADDRESS: (If different from mailing address).

Number	Street	Apartment #
City	State	Zip code
Home Tel#	Pager #	Cell Phone #
Work Tel #		
Place of Birth: City	Province/State	Country
Date of Birth: Month	Day	Year
Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	High School Diploma: <input type="checkbox"/> Yes <input type="checkbox"/> No (if no, please answer next row in detail)
Current Occupation:	Do you have at least 2 years of experience in a skilled position, within the last 5 years? If yes, describe.	

GLINSMANN & GLINSMANN, CHARTERED
CLIENT INFORMATION INTAKE SHEET
THE DV2007 LOTTERY

US Consular Post (City Name)

GLINSMANN & GLINSMANN, CHARTERED
CLIENT INFORMATION INTAKE SHEET
THE DV2007 LOTTERY

INFORMATION ABOUT IMMEDIATE FAMILY

SPOUSE'S INFORMATION:

Last Name		
First Name		
Middle Name		
Maiden Last Name		
Place of Birth: City	Province/State	Country
Date of Birth: Month	Day	Year

CHILD 1 INFORMATION:

Last Name		
First Name		
Middle Name		
Place of Birth: City	Province/State	Country
Date of Birth: Month	Day	Year
Gender		

CHILD 2 INFORMATION:

Last Name		
First Name		
Middle Name		
Place of Birth: City	Province/State	Country
Date of Birth: Month	Day	Year
Gender		

GLINSMANN & GLINSMANN, CHARTERED
CLIENT INFORMATION INTAKE SHEET
THE DV2007 LOTTERY

Photograph Instructions for 2007 Diversity Immigrant Visa Program

- A recent, preferably less than six (6) month old, **face forward** photograph of the applicant.
- White background.
- 1 ½" x 1 ½" square to a maximum of 2" x 2" square in size.
- Image size: There should be approximately 1 inch from the hair to just below the chin. The head of the person being photographed should not be tilted up, down or to the side, and should cover about 50% of the area of the photo.
- Print first and last name on the back of the photo.
- A separate photo for each applicant AND spouse AND each child/stepchild and adopted child under the age of 21 whether or not living with you, is also required. Photos are not required for children who are already U.S. Citizens or Permanent Residents.
- Photos in which the face of the person being photographed is not in focus will not be accepted.
- No sunglasses or other paraphernalia which detracts from the face.
- No head coverings or hats are acceptable UNLESS due to religious beliefs, and even then, may not obscure any portion of the face of the applicant.
- No tribal or other headgear not specifically religious in nature.
- No military, airline or other hats.
- Firm will scan the photographs to meet electronic filing requirements.

Photograph

- 1 ½"x1 ½" Square to a max of 2" x 2" square
- Image should take up at least 50% of photo area.
Generally a face size of over one inch will ensure this.

