

# LAW OFFICE KEVIN M. TRACY

ADMITTED: INDIANA, Practice Limited to Immigration  
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## Permanent Labor Certification Questionnaire

Date: \_\_\_\_\_

Complete name: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Type of visa, if any: \_\_\_\_\_

Address: \_\_\_\_\_

Foreign Address: \_\_\_\_\_

Company (sponsor) Name & address: \_\_\_\_\_

Business phone number: \_\_\_\_\_ e-mail: \_\_\_\_\_

-State ID Number (DE 6 Quarterly Wage Report ): \_\_\_\_\_

-Federal ID Number (Employer's Quarterly Federal Tax Return): \_\_\_\_\_

\*\*Please include a copy of the city business license for the sponsor's business.

County of job site: \_\_\_\_\_

Name and position of person who will sign for this case: \_\_\_\_\_

Type of business: \_\_\_\_\_ Job title of alien: \_\_\_\_\_

Hrs. per week: \_\_\_\_\_ Works schedule: \_\_\_\_\_ am - \_\_\_\_\_ pm

Wage per hour \$ \_\_\_\_\_ Number of people alien will supervise \_\_\_\_\_

Please give an example of the job duties to be performed: \_\_\_\_\_

Applicant's Date of birth: \_\_\_\_\_

Applicant's Place of birth: \_\_\_\_\_

Date of first entry into the US? \_\_\_\_\_

Have you ever been DEPORTED or given VOLUNTARY DEPARTURE by a judge/court?

Dates you were detained by INS? \_\_\_\_\_ INS Detaining Site: \_\_\_\_\_

How long were you detained by INS? \_\_\_\_\_

Please provide copies of all documents that INS may have given you of your Voluntary Departure/Deportation.

Name of schools & colleges attended:

Month & year school began and ended:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Did you obtain a **Certificate** or **Diploma**

Did you obtain a **Certificate** or **Diploma**

Names and addresses of places where you've worked for the past 3 years:

Co. name: \_\_\_\_\_ Job title: \_\_\_\_\_

Address: \_\_\_\_\_

Began working on: \_\_\_\_\_ ended work on: \_\_\_\_\_

Company specializes in: \_\_\_\_\_

Co. name: \_\_\_\_\_ Job title: \_\_\_\_\_

Address: \_\_\_\_\_

Began working on: \_\_\_\_\_ ended work on: \_\_\_\_\_

Company specializes in: \_\_\_\_\_

Co. name: \_\_\_\_\_ Job title: \_\_\_\_\_

Address: \_\_\_\_\_

Began working on: \_\_\_\_\_ ended work on: \_\_\_\_\_

Company specializes in: \_\_\_\_\_

Co. name: \_\_\_\_\_ Job title: \_\_\_\_\_

Address: \_\_\_\_\_

Began working on: \_\_\_\_\_ ended work on: \_\_\_\_\_

Company specializes in: \_\_\_\_\_

\*\*A letter of experience with same job title as what the applicant will be sponsored as is required in order for the applicant to qualify for the H-2 visa process.

***I completely reviewed the information that I have provided on this questionnaire and I agree that it is true to the best of my knowledge.***

\_\_\_\_\_