

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

U.S. Citizenship and Immigration Services

[Office Address]
[City, State, Zip Code]

Subject: Request for Travel Document (Form I-131)

Dear Sir/Madam,

I hope this letter finds you well. I am writing to request a travel document under USCIS guidelines. Below are the relevant details regarding my application:

1. **Applicant Information:**

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Alien Registration Number (A-Number): [Your A-Number]
- USCIS Receipt Number: [Your Receipt Number]

2. **Type of Travel Document Requested:**

- [Specify the type of travel document, e.g., Advance Parole, Refugee Travel Document, etc.]

3. **Purpose of Travel:**

- [Briefly explain the reason for your travel and the destinations involved.]

4. **Travel Dates:**

- Departure Date: [Proposed Departure Date]
- Return Date: [Proposed Return Date]

5. **Supporting Documentation:**

- [List the documents you are including with your request, e.g., Application Form I-131, proof of status, travel itinerary, etc.]

I kindly urge you to consider my request, as this travel is significant to me for [provide a brief explanation, if necessary]. If you require any further information or documentation, please do not hesitate to contact me at the phone number or email address provided above.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your USCIS Case Number (if applicable)]