



Filing Tips for Form I-129 O, P, and Q Petitions

As with all petitions, the burden is on the petitioner to establish eligibility. These filing tips help petitioners to complete their petition package in a way that is useful to USCIS officers when they adjudicate Form I-129 O, P and Q petitions. These tips do not substitute or alter any statutory or regulatory requirements. Please review the relevant statutory and regulatory requirements, as well as the appropriate form instructions, before submitting the petition.

General Information

USCIS recommends that you provide a cover letter of support with your petition that includes:

- A synopsis of the petition and supporting evidence.
- A table of contents and an exhibits list that corresponds with the evidence. Avoid use of tabs or other dividers that protrude outside the edges of the paper. Evidence may be separated by colored paper or paper with a different texture or thickness.

Filing as an Agent

- If you are filing the petition as an agent, it is helpful for USCIS if you indicate whether you are filing as:
 - An agent functioning as an employer;
 - An agent for both the employer and beneficiary;
 - An agent for multiple employers; or
 - An agent for the foreign employer

Contracts and Itineraries

- Provide all necessary contracts (or if there is no written contract, a summary of the terms of the oral agreement) and any itineraries for the requested validity dates. The documentation required depends on whether the petitioner is an employer or an agent (and if the petitioner is an agent, then the kind of agent).
- If submitting an itinerary, in addition to the information required by regulation and/or form instruction to be included in the itinerary, it is helpful for USCIS if the itinerary also contains a phone number for each employer or venue where the services will be performed.
- Provide the terms and conditions of the beneficiary's employment or services, including the specific duties of the beneficiary. You can provide a written contract, or if there is no written contract, a summary of the terms of the oral agreement.
- Provide an explanation why the requested validity date extends beyond the duration/term of the contract (if applicable).



Evidentiary Criteria

- Explain which regulatory criteria you are addressing and what evidence you are submitting to support each criterion.
- Explain the significance of any awards, certificates, or articles, and submit evidence to support the explanation.

Classification

- Clearly indicate which classification you are seeking for the beneficiary (O-1A vs. O-1B, O-2, P-1A, P-1B, P-2, P-3 or Q-1)
- Do not mix and match criterion from different classifications. For example, if you are seeking O-1B classification, do not mention or address O-1A criterion. When citing regulatory criteria, cite them verbatim from 8 CFR instead of paraphrasing them.

Consultations (Applies to O & P classifications only)

- Before filing the petition, use the USCIS website to verify which appropriate labor/management organizations exist or to verify that no such organization exists.
- If you cannot obtain a consultation from a labor/management organization, provide documentary evidence of the attempt to obtain one.
- Provide both labor and management consultations when filing for motion picture and television production positions.

Documentation

- Do not provide double-sided copies of evidence as it can be difficult to analyze.
- Submit complete certified English translations when you first submit the petition. Paraphrasing is not acceptable.
- Submit legible copies of all evidence, including awards, certificates, articles, etc.
- Submit an explanation of the types of awards and the significance of the awards and rank received, if any.
- Submit articles, publications, and pictures that indicate the date they were published, the name of the publication, and evidence of circulation. Unsubstantiated statements are not sufficient.
- Provide documentary evidence to support testimonials. The evidence should support the author's claim of being an expert in the field and explain the basis of the author's knowledge of the beneficiary.