



Petition Materials for Visa Peer Consultation Letter

Please send the following documents to VisaLetter@APAP365.ORG with the subject line “Visa Support Letter.”

When submitting materials as outlined below, large PDF files may need to be broken into separate sections.

1. A copy of the I-129 Form and O&P Supplement Form

2. A copy of the cover letter stating:

- A paragraph about your organization outlining its general mission, context in the local community and nature/range of work presented
- The name and contact information for the person at your organization responsible for preparing the visa petition.
- Artist's name (and, if different, the name stated on the USCIS petition)
- Date of engagement, number of performances, other events planned (workshops, lectures, etc.)
- Artist's function or role in the engagement and how this engagement fits into your organization's work.
- Name and/or address of the USCIS service center to which the letter should be addressed

3. A biography of the artist and supplementary information fulfilling the USCIS criteria, including but not limited to:

- Any awards or honors won by the artist
- A list of organizations that have presented the artist
- Stage, concert, television or radio appearances, or other notable appearances, or discography
- Information regarding training, particularly for young artists
- In some cases, it may be necessary to state why this particular artist is crucial to the performance, production or season (especially for support personnel such as a lighting designer who works exclusively with a stage director)
- Include critical reviews documenting recent public performances by the artist.

If reviews are unavailable, include evidence of how the artist is regarded in the press or by colleagues or employers. (If the reviews are foreign, include translations for both APAP and USCIS)

- Or, comparable evidence to those items listed above.

Note: Please allow a minimum of two weeks for your request to be processed.

If you are not currently an APAP member or would like to renew your membership, please contact our membership department by visiting our [membership page](#).

More information that may be able to help you:

- [Tamizdat](#) -- a free performing arts visa assistance service
- [NEA two --part webinar series](#): Bringing Foreign Artists to Your Stage
- [ArtistsfromAbroad.org](#) -- features complete and up-to-date guidance on the visa process and tax treatment for foreign guest artists.
- [USCIS](#) :US Citizenship and Immigration Services