

## Carrier Information Guide

United States
Documentary Requirements for Travel
May 2014





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#### Introduction

Anyone seeking entry into the United States of America, whether a United States ("U.S.") citizen, a U.S. resident or a visitor to the U.S., must have in his/her possession documentation of identity and nationality. In addition, each traveler must be in possession of proper documentation for the purpose of his/her travel. U.S. law provides that transportation carriers may be liable for improperly documented passengers brought to the United States.

The U.S. Customs and Border Protection (CBP) Carrier Information Guide is designed to serve as a reference aid for travel industry personnel. It outlines the various documentary requirements that apply to persons entering or departing the United States. Carrier personnel are urged to familiarize themselves with all sections of the publication and reference it in their examination of travel documents. To request training of carrier staff on topics discussed in this publication, please forward your request via the Carrier Liaison Program email address, CLP@dhs.gov or the Carrier Liaison number at (571) 468-1650.

Regional Carrier Liaison Groups (RCLG) have been created by CBP to assist carriers with questions regarding U.S. entry related matters, with a primary focus on assisting overseas carriers to determine the authenticity of travel documents. The RCLG will respond to carrier inquiries concerning the validity of travel documents presented or admissibility of travelers. Once a determination is made on validity of documents or admissibility, the RCLG will make a RECOMMENDATION whether to board the passenger or to deny boarding. The final decision to board or not board lies with the carrier. Regional Carrier Liaison Groups have been established in Miami, New York and Honolulu.

If you are unable to contact a nearby U.S. Embassy or Consulate representative, contact the RCLG servicing the embarkation point at the numbers listed below. If you are located at an airport serviced by the Immigration Advisory Program (IAP) or the Joint Security Program (JSP), contact should be made with either an IAP or JSP officer.

The RCLGs are available 24 hours a day, seven days a week. This service is available to all carriers worldwide for any flight destined to the United States.

RCLG	SERVICE AREA	PHONE NUMBER
Honolulu	Asia, Pacific Rim	808-237-4632
Miami	Latin America, Caribbean	305-874-5444
New York	Europe, Africa, Mid-East	718-553-1783

Additionally, carrier personnel are encouraged to reference two U.S. government internet sites for updates and general information, U.S. Customs & Border Protection www.cbp.gov and the U.S. Department of State, Consular Affairs www.travel.state.gov.

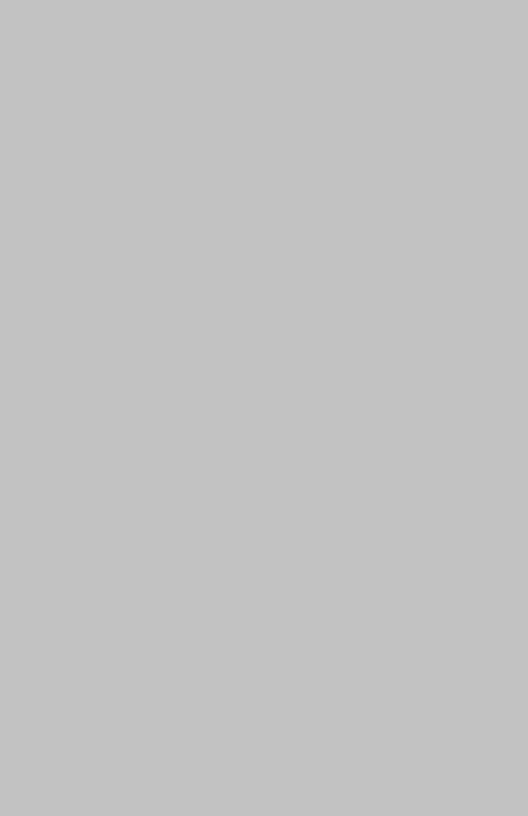
The Carrier Information Guide is a publication of the U.S. Department of Homeland Security, U.S. Customs and Border Protection, Office of Field Operations, Carrier Liaison Program. Please submit comments or questions to:

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# Part I:

Documentary Requirements For Entry To The United States



## I. Arrival By Air

The Western Hemisphere Travel Initiative (WHTI) requires all air travelers (including U.S. Citizens) to and from North and South America, the Caribbean and Bermuda to have a passport or other accepted document that establishes the bearer's identity and nationality to enter or depart the United States.

## UNLESS OTHERWISE INDICATED, ALL TRAVEL DOCUMENTS MUST BE VALID AND UNEXPIRED.

## A. U.S. CITIZENS – must provide one of the following:

- U.S. Passport
- NEXUS Card (only at designated NEXUS locations)
- U.S. Government issued Transportation Letter

## Special Classes of U.S. Citizens:

- U.S. Citizen military personnel on active duty may be boarded without a U.S. passport if in possession of official travel orders and military ID.
- U.S. Citizen merchant mariners may be boarded without a U.S. passport if in possession of U.S. Merchant Mariner Card indicating U.S. citizenship.
- 3. U.S. Citizens and Nationals who travel **directly between parts of the United States** and its
  possession and territories, without touching at a
  foreign port or place, are not required to present a
  valid passport. The United States possessions and
  territories include Guam, Puerto Rico, the U.S. Virgin
  Islands, American Samoa, Swains Island, and the
  Commonwealth of the Northern Mariana Islands

## B. U.S. RESIDENTS - must provide one of the following:

- Permanent Resident Card, Form I-551
- Expired Conditional Resident Card Form I-551 accompanied by Form I-797 Notice of Action indicating the card is extended
- Immigrant Visa and passport
- Temporary Residence Stamp ("ADIT") contained in a passport or on a Form I-94
- Reentry Permit, Form I-327
- Refugee Travel Document, Form I-571
- Parole Authorization, Form I-512
- U.S. Government issued Transportation Letter / Lincoln Boarding Foil

#### **Exceptions**

#### Child born abroad to Lawful Permanent Resident (LPR)

may be boarded if the child was born during the temporary visit abroad of a mother who is a lawful permanent resident alien, or a national, of the United States, provided that the child's application for admission to the United States is made within two years of birth and the child is accompanied by the parent who is applying for readmission as a permanent resident upon the first return of the parent.

## Child born abroad to an accompanying parent after issuance of an immigrant visa to the parent but prior to the parent's initial admission as an immigrant may be boarded as long as the child has a passport or is listed in a parent's passport and is in possession of the birth certificate.

**Alien member of the U.S. Armed Forces** in possession of official orders and Military Identification Card.

## C. VISITORS / TRANSIT PASSENGERS – must provide the following:

Passport and visa (unless visa exempt)

## **Visa Exempt Visitors:**

#### **Canadian Nationals**

Passport required. Exempt visa requirements with the exception of E, K and V nonimmigrant visa classifications (see Part IV).

#### Bermudans

Passport required. Exempt visa requirements with the exception of E, K and V nonimmigrant visa classifications (see part IV).

#### **Mexican Nationals**

- Passport and visa or
- Passport and Border Crossing Card (BCC)

Mexican Diplomats (and accompanying family members) holding diplomatic or official passports, not permanently assigned to the United States, may enter without a visa or Border Crossing Card for a stay not to exceed six months. Family members not traveling with the principal diplomat require a visa to enter the United States.

NATO personnel attached to NATO Allied Headquarters in the United States traveling with official orders and a NATO identity card are exempt passport and visa requirements.

Bahamian Nationals or British Subject Residents of the Bahamas: A visa is not required if, prior to boarding, the passenger is pre-inspected by CBP in the Bahamas to determine admissibility.

British Subject Residents of the Cayman Islands or of the Turks and Caicos Islands: A visa is not required if the passenger arrives directly from the Cayman Islands or the Turks and Caicos Islands and presents a current certificate from the Clerk of the Court indicating the individual does not have a criminal record.

British Nationals of the British Virgin Islands traveling directly and only to the U.S. Virgin Islands: A visa is not required of a British National of the British Virgin Islands (BVI) who is proceeding directly to the U.S. Virgin Islands from BVI. British Citizens residing in the BVI may use the Visa Waiver Program (VWP).

**Visa Waiver Program Traveler:** Citizens of specified countries are eligible to travel to the United States without a visa on short visits for business or pleasure. Refer to pages 15-17 for the VWP and the Guam-Commonwealth of the Northern Mariana Islands Visa Waiver Program (G-CNMI) on eligibility requirements.

#### П. Arrival by Land & Sea \*

\* Arrival by sea from the Western Hemisphere. If arriving by sea from the Eastern Hemisphere, please refer to Section I "Arrival by Air" for document requirements.

Refer to page 9, Western Hemisphere Travel Initiative.

## A. U.S. CITIZENS must provide one of the following:

- U.S. Passport
- U.S. Passport Card
- · Trusted Traveler Cards (NEXUS, SENTRI, FAST, or Global Entry Card)
- State or Provincial Issued Enhanced Drivers License

## Special Classes of U.S. Citizens:

- U.S. Citizen military personnel on active duty may be boarded without a U.S. Passport if in possession of official travel orders and military ID.
- U.S. Citizen merchant mariners may be boarded without a U.S. Passport if in possession of U.S. Merchant Mariner Card indicating U.S. citizenship.
- U.S. Citizens and Nationals who travel directly between parts of the United States and its possessions and territories, without touching at a foreign port or place, are not required to present a valid passport. The United States possessions and territories include Guam, Puerto Rico, the U.S. Virgin Islands, American Samoa, Swains Island, and the Commonwealth of the Northern Mariana Islands.
- Enhanced Tribal Card (see page 35)
- Native American Tribal Photo Identification Card

## B. U.S. RESIDENTS - must provide one of the following:

- Permanent Resident Card, Form I-551
- Expired Conditional Resident Card, Form I-551, accompanied by Notice of Action, Form I-797 indicating the card is extended
- Immigrant Visa and passport
- Temporary Residence Stamp ("ADIT") contained in a passport or on a Form I-94
- Reentry Permit, Form I-327
- Refugee Travel Document, Form I-571
- Parole Authorization, Form I-512
- U.S. Government issued Transportation Letter / Lincoln Boarding Foil

#### **Exceptions**

## Child born abroad to Lawful Permanent Resident (LPR)

may be boarded if the child was born during the temporary visit abroad of a mother who is a lawful permanent resident alien of the United States, provided that the child's application for admission to the United States is made within two years of birth and the child is accompanied by the parent who is applying for readmission as a permanent resident upon the first return of the parent.

## Child born abroad to an accompanying parent after

issuance of an immigrant visa to the parent but prior to the parent's initial admission as an immigrant may be boarded as long as the child has a passport or is listed in a parent's passport and is in possession of the birth certificate.

**Alien member of the U.S. Armed Forces** in possession of official orders and Military Identification Card.

## C. VISITORS / TRANSIT PASSENGERS – must provide the following:

Passport and visa (unless visa exempt)

## **Visa Exempt Visitors**

## Canadian Nationals – Must provide one of the following:

- **Passport**
- Exempt visa requirements with the exception of E, K and V nonimmigrant classifications (see Part IV)
- Canadian Citizenship Certificate
- NEXUS, FAST, SENTRI
- Indian and Northern Affairs Card
- State or Provincial Issued Enhanced Drivers License

#### **Bermudans**

Passport required. Exempt visa requirements with the exception of E, K and V nonimmigrant visa classifications (see part IV).

#### **Mexican Nationals**

- Passport and visa or Border Crossing Card (Land)
- Passport and visa or Passport and Border Crossing Card (Sea)

Mexican Diplomats (and accompanying family members) holding diplomatic or official passports, not permanently assigned to the United States, may enter without a visa or Border Crossing Card for a stay not to exceed six months. Family members NOT traveling with the principal diplomat require a visa to enter the United States.

**NATO personnel** attached to NATO Allied Headquarters in the United States traveling with official orders and NATO identity card are exempt passport and visa requirements.

Bahamian Nationals or British Subject Residents of the **Bahamas:** A visa is not required if, prior to boarding, the passenger is pre-inspected by CBP in the Bahamas to determine admissibility.

British Subject Residents of the Cayman Islands or of the Turks and Caicos Islands: A visa is not required if the passenger arrives directly from the Cayman Islands or the Turks and Caicos Islands and presents a current certificate from the Clerk of the Court indicating the individual does not have a criminal record.

British Nationals of the British Virgin Islands traveling directly and only to the U.S. Virgin Islands: A visa is not required of a British National of the British Virgin Islands (BVI) who is proceeding directly to the U.S. Virgin Islands from BVI. British Citizens residing in the BVI may use the VWP.

Visa Waiver Program Traveler: Citizens of designated countries are eligible to travel to the U.S. without a visa on short visits for business or pleasure. Refer to pages 15-17 for the (VWP) and the (G-CNMI) for eligibility requirements.

#### III. **Miscellaneous Categories**

#### A. VISA WAIVER PROGRAM

The VWP enables citizens of specific countries to travel to the United States for tourism or business for 90 days or fewer without obtaining a visa.

Citizens of the countries listed on page 16 are eligible to travel without a visa, provided the following criteria are met:

- Traveler has a machine readable passport (MRP) issued by a VWP eligible country
- · Passport has a digital photo if issued after October 25, 2005
- Passport must be an e-passport if issued after October 25, 2006
- Traveler is not a permanent resident of the **United States**
- Traveler is seeking entry for 90 days or fewer as a temporary visitor for business, pleasure or transit
- Arrives via air or sea on a signatory carrier
- Has an approved ESTA travel authorization\*
- Has return / onward tickets
- Travel may not terminate in contiguous territory or adjacent islands unless the traveler is a resident of those areas

## \* ESTA— Electronic System for Travel Authorization

The Electronic System for Travel Authorization (ESTA) is a web-based system for the collection of information on the VWP nationals prior to boarding U.S. bound -air or sea carriers. Registration in ESTA is mandatory for citizens of all 38 countries. Please refer on line at http:// esta.cbp.dhs.gov for more information about ESTA.

## **Visa Waiver Program - Participating Countries**

Andorra Hungary <sup>3</sup> Norway Australia **Iceland** Portugal Austria Ireland San Marino Belgium Italy Singapore Brunei Slovakia 3 Japan Chile 3 Latvia 3 Slovenia 1 Czech Republic <sup>3</sup> Liechtenstein South Korea 3

Denmark Lithuania <sup>3</sup> Spain
Estonia <sup>3</sup> Luxembourg Sweden
Finland Malta <sup>3</sup> Switzerland
France Monaco Taiwan <sup>3,5</sup>

Germany Netherlands United Kingdom <sup>2</sup>

Greece <sup>4</sup> New Zealand

## Visa Waiver Program, continued

- 1. Citizens and nationals of Slovenia may use only the red cover Slovenian passport for admission into the United States under the Visa Waiver Program.
- 2. Persons presenting UK passports must possess the unrestricted right of permanent abode in England, Scotland, Wales, Northern Ireland, the Channel Islands, and the Isle of Man to be eligible for the VWP.
- 3. It is important to note that Citizens of these ten countries MUST present an electronic passport (identifiable by the ICAO chip logo on the cover).

VWP countries' emergency and temporary passports are subject to the electronic passport (e-passport) requirements. VWP emergency and temporary passports that do not meet the e-passport requirement are no longer accepted for travel under the VWP to the United States.

German Kinderpass, emergency and temporary passports are not valid for visa waiver travel. For more information please refer online at http://www.cbp.gov/contact.

- 4. Only Greek e-PP issued by the Hellenic Police as of August 26, 2006, is valid for travel under VWP (see page 69).
- 5. Only the Taiwan e-PPwith personal identification numbers are VWP eligible (see page 69).

## B. Guam - Commonwealth of the Northern Mariana Islands (G-CNMI) Visa Waiver Program

GCVWP applicants may be boarded without a visa, providing all of the following criteria are met:

- Arrives on a G-CNMI VWP signatory carrier
- Traveling only to Guam or the CNMI
- Seeking entry for 45 days or fewer, as a visitor for business or pleasure
- Holds a round trip ticket with a confirmed departure date not exceeding 45 days from the date of admission
- Has completed and signed Form I-736 and Form I-94
- Is a citizen of and has a machine readable passport issued by one of the following eligible countries:

Australia Malaysia Singapore Brunei Nauru South Korea Hong Kong\* New Zealand Taiwan\*\*

United Kingdom Japan Papua New Guinea

- \*\* Only applies to residents of Taiwan who:
  - 1) begin their travel in Taiwan and who travel on direct flights from Taiwan to Guam or the CNMI.
  - 2) are in possession of a Taiwan National Identity Card and a valid Taiwanese passport with a valid reentry permit issued by the Taiwan Ministry of Foreign Affairs.

<sup>\*</sup> Including citizens of the former colony of Hong Kong who are in possession of the United Kingdom passport that states "British National Overseas" or holders of the Special Administrative Region (SAR) travel document. Both of these travel documents must be in conjunction with a Hong Kong Identification Card.

#### C. PAROLE OF RUSSIAN CITIZENS INTO GUAM / CNMI

On November 15, 2011, the Secretary of Homeland Security signed a Decision Memorandum permitting citizens of Russia to be paroled into Guam under the discretionary parole authority of the Secretary. A citizen of Russia is eligible to be paroled into Guam, in addition to the CNMI; provided, the traveler meets the following conditions:

- Travel to Guam and/or the CNMI on a signatory carrier to the G-CNMI VWP directly from a foreign port of embarkation.
- Travel to either Guam and/or the CNMI must not to exceed forty-five (45) days.
- · A citizen of Russia may be paroled in either Guam or the CNMI, may travel between Guam and the CNMI, but may not remain in the region longer than fortyfive (45) days.
- Be in possession of a round-trip ticket that is nonrefundable and nontransferable and bears a departure date not exceeding forty-five (45) days from the date of entry to Guam or the CNMI.
- Be in possession of a completed and signed Guam-CNMI Visa Waiver Information Form (CBP Form I-736)
- Be in possession of a completed CBP Form I-94, Arrival-Departure Record.
- Be in possession of a valid, unexpired International Civil Aviation Organization (ICAO)-compliant, machine-readable passport
- Traveler must be classifiable as a visitor for business or pleasure.
- · Parole authorization is limited to Guam and the CNMI only and does not confer the benefit of travel to another location within the United States.
- Visitors who are paroled under this authority may not engage in local employment or labor for hire.

## D. VALIDITY OF CERTAIN FOREIGN PASSPORTS Six Month Rule

Visitors traveling to the United States are required to be in possession of a passport valid for six months beyond the period of their intended stay in the United States. Citizens of the countries listed below are exempt the sixmonth rule and need only have a passport valid for their intended period of stay.

Algeria Andorra Angola

Antigua and Barbuda Antilles Argentina Armenia Aruba Australia Austria Bahamas, The Barbados Belgium Belize Bermuda Bolivia Bosnia-Herzegovina Brazil

Bulgaria Burma Canada Chile Colombia Costa Rica Cote d'Ivoire Croatia Cyprus Czech Republic Denmark

Dominica Dominican Republic Egypt

El Salvador Estonia Ethiopia Fiji Finland France Gabon Georgia

Germany Greece Grenada Guatemala Guinea Guyana Haiti

Hong Kong (Certificates of Identity and Passports)

Hungary **Iceland** India Indonesia Ireland Israel Italy Jamaica Japan Kuwait Latvia Lebanon

Libya

Liechtenstein Lithuania Luxembourg Macau

Macedonia Madagascar Maldives Malaysia Malta

Mauritania Mauritius Mexico Monaco Mongolia Montenegro Mozambique

Netherlands Nepal New Zealand Nicaragua (for all passports) Nigeria Norway

Pakistan

Palau Panama

Papua New Guinea Paraguay

Peru Philippines Poland Portugal Qatar Romania Russia San Marino Serbia Seychelles Singapore Slovakia Slovenia South Africa South Korea Spain Sri Lanka

St. Kitts and Nevis

St. Vincent and The Grenadines Suriname Sweden Switzerland Taiwan Thailand

Trinidad and Tobago

Tunisia Turkey Tuvalu Ukraine

United Arab Emirates United Kingdom Uruguay Uzbekistan Vatican (Holy See)

Venezuela Vietnam 7.imbabwe

#### E. LISTING OF ADJACENT ISLANDS

Anguilla Martinique Miquelon Antigua Aruba Montserrat Bahamas Saba

Barbados St. Barthelemy Barbuda St. Eustatius Bermuda St. Kitts-Nevis Bonaire St. Lucia

British Virgin Islands St. Maarten / St. Martin

Cayman Islands St. Pierre

Cuba \* St. Vincent and the Grenadines

Curação Trinidad and Tobago Turks and Caicos Islands Dominica

Grenada Guadeloupe Haiti Jamaica Marie-Galante

Dominican Republic

\* Cuba is not always treated as an adjacent island nation for the purpose of entry into the United States. It is excluded when the specific reference so states.

#### F. AUTOMATIC REVALIDATION

Visitors (and accompanying spouses and/or children) whose visas have expired may be boarded provided they meet the following requirements:

- Arriving from Canada or Mexico
- Absent from the United States in Canada or Mexico for 30 days or fewer
- In possession of an endorsed Form I-94 showing an unexpired period of initial admission or extension of
- In possession of a passport
- Have not applied for a new U.S. visa while abroad
- Have changed or maintained same visitor status (22) CFR 41.112(d))

Students and exchange visitors holding visas in the F and I categories must meet all of the following to qualify for automatic revalidation:

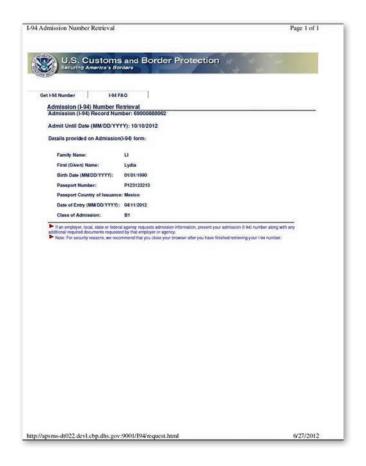
- Arriving from Canada, Mexico or adjacent islands (except Cuba)
- Absent from the United States in Canada, Mexico or adjacent islands for 30 days or fewer
- In possession of certificate of eligibility, Form I-20 for F-1, or Form DS-2019 for J-1
- In possession of an endorsed Form I-94 showing an unexpired period of initial admission or extension of stay
- In possession of a passport
- · Have not applied for a new U.S. visa while abroad
- Have changed or maintained same visitor status (22) CFR 41.112(d))

On May 14, 2013, CBP automated Form I-94 at air and sea ports of entry. A paper form or electronic printout can be used for revalidation purposes.

The provisions of automatic visa revalidation do not apply to nationals of Cuba, Iran, Sudan and Syria.

#### G. ELECTRONIC FORM I-94

CBP now generates electronic I-94's in the air and sea environment. Paper form I-94's are no longer required for travelers in the air or sea environment. Travelers can access their I-94's upon arrival at www.cbp.gov/I94. An I-94 website printout serves the same purpose as the paper form I-94.



# **Part II:**

Documentary Requirements for Departure by Air



## **Departure By Air**

The Western Hemisphere Travel Initiative (WHTI) requires all air travelers (including U.S. Citizens) to and from North and South America, the Caribbean, Bermuda and the to have a passport or other accepted document that establishes the bearer's identity and nationality to enter or re-enter the United States.

UNLESS OTHERWISE INDICATED, ALL TRAVEL DOCUMENTS MUST BE VALID AND UNEXPIRED.

## A. U.S. CITIZENS – must provide one of the following:

- U.S. Passport
- NEXUS Card (only at designated NEXUS locations)
- U.S. Government issued Transportation Letter

## **Exceptions:**

- 1. **U.S. Citizen military personnel on active duty** may be boarded without a U.S. Passport if in possession of official travel orders and valid military ID.
- 2. **U.S. Citizen merchant mariners** may be boarded without a U.S. Passport if in possession of U.S. Merchant Mariner Card indicating U.S. citizenship.
- 3. United States Citizens and Nationals who travel directly between parts of the United States and its possessions and territories, without touching at a foreign port or place, are not required to present a passport. The United States possessions and territories include Guam, Puerto Rico, the U.S. Virgin Islands, American Samoa, Swains Island, and the Commonwealth of the Northern Mariana Islands.

## **B. U.S. RESIDENTS - must provide one of the following:**

- Passport
- Permanent Resident Card, Form I-551
- Temporary Residence Stamp ("ADIT") contained in a passport or on a I-94
- Reentry Permit, Form I-327
- Refugee Travel Document, Form I-571
- Alien member of the U.S. Armed Forces in possession of official orders and military identification card.

## C. Visitors – must provide the following:

• Passport

## **Exceptions:**

**Emergency Travel Document:** An Emergency Travel Document is issued by a foreign Embassy or Consulate specifically for the purpose of travel to the bearer's home country. It typically has a short validity date (one year or less) and may limit the number of entries. An Emergency Travel Document may be in the form of a traditional passport booklet or may be a single sheet of paper on foreign consulate letterhead.

National identity cards, cedulas, matriculas consular, certificates of citizenship, certificates of naturalization and other civil identity or vital statistics documents are NOT considered travel documents and are NOT valid for departure from the U.S. by air.

Removal Orders: Removal orders are documents used to remove, withdraw or deport inadmissible passengers from the United States. There are various forms of Removal Orders issued by Customs and Border Protection (CBP) and Immigration and Customs Enforcement (ICE). One of the most commonly seen is the Single Journey Travel Letter.

NOTE: Destination countries may require additional documentation.



Single Journey Letter

# **Part III:**

**U.S. Travel Document Exemplars** 



## **PART III: U.S. Travel Documents**

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## United States Passports e-Passports

The United States e-Passport is identified by the International e-Passport symbol located on the front cover of the document. This signifies that the passport holds a chip that contains information from the bearer's biographic page along with biometric identifiers.



2006 Version

## **United States Passports**

The United States issues diplomatic passports, with a black cover, official passports with a maroon cover, and tourist passports with a blue cover.







1998 Version





Emergency Passport

## **U.S. Passport Card**

The Passport Card can be used for land and sea travel only into the United States from Canada, Mexico, Bermuda and most Caribbean locations. Air travel will continue to require possession of a valid passport. Under no circumstances can the Passport Card be used as a substitute for a regular booklet-style passport.

The U.S. Passport Card is an acceptable stand alone WHTI compliant document for entry into the United States at all land and sea ports of entry.





### **NEXUS Card**

NEXUS Cards are valid entry documents for U.S. and Canadian Citizens when used at airports with designated NEXUS kiosks.



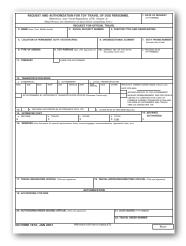
Note: Lawful Permanent Residents of the United States and Permanent Residents of Canada may use NEXUS kiosks but must be in possession of required entry documents based on immigration status and nationality.

## **Military Identification Cards**

United States military personnel on active duty may be boarded without a passport if in possession of official travel orders and a military identification card.









Military Orders Forms DD-1610

Note: Some valid military travel orders are not on forms DD 1610

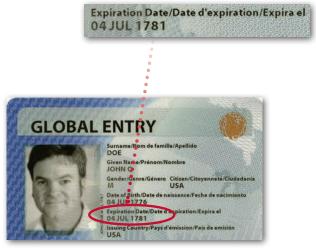
### **U.S. Merchant Mariner Card**

The U.S. merchant mariner card may be accepted in lieu of a U.S. passport provided the bearer is designated on the document as a United States Citizen.



## **Global Entry Card**

The Global Entry Program allows expedited clearance for pre-approved, low-risk travelers upon arrival in the United States.



Global Entry Card

#### **Enhanced Drivers' License**

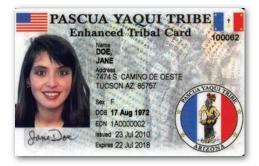


#### **SENTRI Card**

The Sentri Program provides expedited processing for pre-approved, low risk travelers at Southern land border ports of entry.



#### **Enhanced Tribal Card**



Enhanced drivers licenses and enhanced tribal cards provide proof of identity and U.S. citizenship. These documents are being developed by many states to comply with travel rules under the WHTI. Enhanced drivers licenses and enhanced tribal cards can be used by U.S. Citizens instead of a passport to cross the land border with Canada or Mexico.

#### **Permanent Resident Cards**

A Lawful Permanent Resident (LPR) may travel to the United States with a Permanent Resident Card (Form I-551). LPR's with expired I-551's may be boarded without penalty provided the card was issued with a 10-year expiration date. A passport is not required.

Card Expires: 11/14/22



DHS 2010 Version



DHS 2004 Version



#### **Permanent Resident Cards, continued**



DOJ 1997 Version

CARD EXPIRES 05/18/17



1977 Version is still valid

The only valid permanent resident cards used for travel are listed in this guide. If a passenger presents a permanent resident card not listed in this guide, please contact an RCLG representative for card authenticity prior to boarding.

#### **Notice of Action**

A Conditional Resident with an expired Resident card (with a two-year expiration date) may be boarded if also in possession of a Notice of Action (Form I-797). The Notice of Action extends the validity of the card for a specified length of time, generally one year. The "Receipt Date" of the form has no effect on the validity of the card. A passport is not required.



Note: Appearance and data elements of Form I-797 may vary dependent on issuing offices from U.S. Citizenship and Immigration Services. If unsure about Form I-797, please contact the RCLG prior to boarding.

#### **ADIT Stamps**

A Lawful Permanent Resident (LPR) may re-enter the United States with a valid Alien Documentation Identification and Telecommunication (ADIT) Stamp. The ADIT Stamp is provided to a LPR as temporary evidence of his/her resident status. An ADIT Stamp may be affixed to a passport or to Form I-94.



CBP Version



**USCIS** Version

#### **Immigrant Visa**

An immigrant visa is issued by the Department of State and will be affixed inside the passport of the immigrant.

Once an immigrant has been admitted to the United States the immigrant visa becomes a re-entry document, valid for one year from the endorsement date. The statement "UPON ENDORSEMENT SERVES AS TEMPORARY I-551 EVIDENCING PERMANENT RESIDENCE FOR 1 YEAR" will be printed in the body of the visa directly above the machine-readable zone. This documentation is acceptable for travel and employment purposes and is intended to replace the ADIT stamp.



#### **Permit to Re-Enter**

A Lawful Permanent Resident may re-enter the United States with Permit to Re-Enter (Form I-327) without possession of a Permanent Resident Card. Absence from the United States may exceed one year when a Re-Entry Permit is presented.



2007 Version

#### **Refugee Travel Document**

A Refugee Travel Document (Form I-571) is valid for travel to or from the United States.



2005 Version

#### **Employment Authorization Documents (EAD)**

Employment Authorization Documents (Form I-766) are issued to lawful temporary residents of the United States or certain non-immigrants as evidence of their authorization to accept employment. If the unexpired EAD is annotated on the front of the card "VALID FOR RE-ENTRY TO THE U.S." carriers may board these passengers presenting this document in conjunction with a valid passport or other valid travel documents.

> Please note: Not all Employment Authorization Documents are valid for travel. If the front of the card is annotated "NOT VALID FOR RE-ENTRY" carriers must not board these passengers unless they have valid U.S. entry documents outlined in this guide.



NOT VALID FOR REENTRY TO U.S.



#### **Employment Authorization Document**

The "Combo Card" (Form I-766) serves as a combination of evidence of an advance parole (Form I-512- on page 45) and of authorization for employment in the United States. If the unexpired EAD is annotated on the front of the card "SERVES AS I-512 ADVANCE PAROLE" carriers may board these passengers presenting this document in conjunction with a valid passport or other valid travel documents.



#### **Parole Authorization**

A Parole Authorization (Form I-512) allows the bearer to apply for entry or re-entry to the United States. An individual presenting this document may be boarded up to the document's expiration date. An endorsement of the document by any stamp does not extend the printed expiration date on the Parole Letter.



Note: Appearance and data elements of Form I-512 may vary dependent on issuing office

#### **Transportation Letter**

A transportation letter may be issued to a U.S. Citizen, Lawful Permanent Resident, or Refugee at a U.S. Embassy or Consulate. This letter is sufficient for entry provided the holder of the letter travels before the expiration date of the letter.

> U.S. Department of Homeland Security U.S. Customs and Border Protection American Embassy Cairo, Egypt



#### AUTHORIZATION TO TRANSPORT ALIEN TO THE UNITED STATES

Date Issued: May, 29, 2015

This Document Valid Until: June, 27, 2015

Document Number: Name of Bearer:

Date/Place of birth:

Permanent Resident Card Number: # Passport Number/Country:

#### TO: Transportation Company

Presentation of this document will authorize a transportation company to accept the named bearer, whose photograph is attached, on board for travel to the United States without liability under Section 273(b) of the Immigration and Nationality Act for transporting an alien without a visa to the United States. In the event of evidence of tampering with this letter or with the copy of this letter directed to the CBP Officer or with the envelopes in which these letters are conveyed, the transportation company is requested not to board the person named above and to report the evidence of tampering to this office at CBP CAIRO OFFICE NUMBER or after normal business hours to call the Embassy Duty Officer via the Embassy switch board at EMBASSY CAIRO DUTY OFFICER CELL NUMBER

#### TO: Customs and Border Protection (CBP) Officer at Port of Entry

The bearer of this document, who appears to be a lawful permanent resident of the United States, is not in possession of an Alien Registration Card (I-551) for the stated reason that it was reported lost while temporarily outside of the United States. This document was issued to allow the bearer to board a carrier and make application for admission to the United States.

This letter in no way constitutes an obligation on the United States Government to admit the alien. The CBP Officer at the Port of Entry has sole and exclusive authority to admit the above named alien. A copy of this letter has been retained by this office along with the bearer's declaration as to his/her claimed status as a Lawful Permanent Resident alien of the United States.

Issued by:

Ibtisam Amer, CBP Attaché

Telephone:

CBP CAIRO OFFICE NUMBER

Photograph

Note: Appearance and data elements may vary dependent on issuing office. Letters may be issued by the U.S. Department of State, Immigration and Customs Enforcement, Customs and Border Protection, or Citizenship and Immigration Services.

#### **Lincoln Boarding Foils**

The Department of State may issue Lincoln boarding foils to refugees, asylees and parolees. The Lincoln boarding foil may be affixed on a passport or a Department of State Form DS-232 if the bearer does not have a passport.

The foil will have the following information in the "Annotation" block. "NOT A VISA. FOIL PREPARED AT DHS REQUEST. MAY BE BOARDED WITHOUT TRANSPORTATION CARRIER LIABILITY." In addition, the visa class will be annotated as either "ZZ" or "YY", or "PARCIS."





#### **Lincoln Visitor Visa**

Each visitor to the United States is required to be in possession of a Lincoln visa specific to their purpose of travel (unless exempted).



Lincoln Visa

Note: On October 1, 2013, the Department of State announced the Teslin visa is no longer authorized. The Lincoln visa is the only valid visa authorized. If a Teslin visa is encountered it is recommended to contact the RCLG prior to boarding. A Teslin visa image is located on page 73.

#### **U.S. Border Crossing Cards**

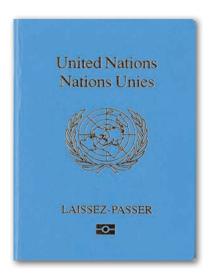
The Border Crossing Card (BCC) issued by the U.S. Department of State, is a credit card sized plastic card that combines a B1/B2 tourist visa with a Border Crossing Card. The Border Crossing Card will be issued only to Mexican nationals who are residents in Mexico in areas along the U.S.- Mexican border.





#### **United Nations Laissez - Passer**

The United Nations Laissez - Passer is an acceptable travel document for entry to the United States providing a class "G4" U.S. visa is affixed within.







# Part IV:

**Visa Classifications** 

### **PART IV: Visa Classifications**

A-1	Govt. Official and immediate family
A-2	Govt. Official and immediate family
A-3	Employee of A-1 or A-2
B-1	Temporary Visitor for business
B-2	Temporary Visitor for pleasure
C-1	Transiting directly through U.S.
C1/D	Combined transit and crewman visa
C-2	Travel to the United Nations
C-3	Govt. Official, immediate family/employee transit U.S.
CW1	Commonwealth of Northern Mariana Islands transitional worker
CW2	Spouse or child of CW1
D-1	Crewman departing on same vessel of arrival
D-2	Crewman departing by other vessel or conveyance
E-1	Treaty trader, spouse and children
E-2	Treaty investor, spouse and children
E2C	Commonwealth of Northern Mariana Islands Investor, spouse or child
E-3	Australian Nationals in a specialty occupation
E3D	Spouse of child E3
E3R	Returning E3
F-1	Academic Student
F-2	Spouse or child of F-1
F-3	Canadian or Mexican national commuter student
G-1	Representatives and employees of international organizations
G-2	Representatives and employees of international organizations
G-3	Representatives to and employees of international organizations
G-4	Representatives to and employees of international organizations
G-5	Employee or member of immediate family of G1-4
H-1B	Specialty Occupations
H-1B1	Free Trade Professionals from Chile and Singapore
H1C	Nurse
H-2A	Temporary Agriculture Worker
H-2B	Temporary Agriculture Worker skilled / unskilled
H2R	Returning H2B
H-3	Industrial trainee
H-4	Spouse or child of H1-H3
I	Foreign media representative and immediate family
J-1	Exchange visitor
J-2	Spouse or child of J-1
K-1	Fiancé (e) of U.S. Citizen
K-1 K-2	Child of K-1
K-2 K-3	Spouse of U.S. Citizen
K-4	Child of K-3
L-1	
	Intra-company transferee
L1B L-2	Specialized knowledge intra-company transfere
	Spouse or child of L-1
M-1	Vocational Student or other non-academic student
M-2	Spouse or child of M-1  Canadian or Mexican National commuter student
M-3	Canadian Of Mexican National Commuter Student

N-8	Parent of foreign Nat'l classified as a Special Immigrant
N-9	Child of N-8 or Special Immigrant
NATO-1	Representatives and families
NATO-2	Representatives and families
NATO-3	Representatives and families
NATO-4	Representatives and families
NATO-5	Employees of NATO 1-4
NATO-6	Employees of NATO 1-4
NATO-7	Employee of NATO 1-6 or immediate family
O-1	Extraordinary ability
O-2	Accompany /assist O-1
O-3	Spouse or child of O1-O2
P-1	Individual or team athletes, Entertainment Group
P-2	Artists and entertainers in reciprocal exchange programs
P-3	Artists and entertainers in culturally unique program
P-4	Spouse or child of P-1 - P-3
Q-1	International cultural exchange
Q-2	Irish Peace Process Cultural
Q-3	Spouse or child of Q-1-Q-2
R-1	Religious worker
R-2	Spouse or child of R-1
S	Special non-immigrant
T	Special non-immigrant
U	Special non-immigrant
TN	Trade visa for Canada & Mexico, NAFTA
TD	Spouse or child of TN
V-1	Spouse of Legal Permanent Resident (LPR)
V-2	Child of V-1
V-3	Derivative Child of V-1 or V-2
YY	Department of State visa issued in lieu of transportation letter
ZZ	Department of State visa issued in lieu of transportation letter
PARCIS	United States Citizenship and Immigration Services International
	Operations authorization for parole

# **Part V:**

**Fineable Offenses Table** 



#### PART V: **Fineable Sections of the Immigration and Nationality Act (INA)**

The table below includes fines issued by CBP as according to the INA. Please refer to the INA and applicable regulations for further elaboration.

Ina Sec	Circumstance	Max. Fine
234	No advance notice of aircraft arrival or aircraft landing at unauthorized place.	\$3,200
243(c)	Failure to remove passenger as ordered [ref. 241(d) (3)].	\$3,200
	Failure to pay passenger removal expenses as ordered [ref. 241(e)].	\$2,200
	Failure to receive back passenger as ordered [ref. 241(d)(1)].	\$2,200
	Failure to detain stowaway until inspected [ref. 241(d)(2)].	\$2,200
	Failure to pay for stowaway removal as ordered [ref. 241(e)].	\$2,200
	Failure to remove stowaway [ref. 241(d)(2)(C)].	\$5,500
251 (b)	Failure to report illegally-landed alien crew.	\$320
251 (d)	Performance of unauthorized longshore work by alien crew [ref. 258].	\$7,500
254(a)(1)	Failure to detain alien crewman prior to inspection.	\$4,300
254(a)(2)	Failure to detain alien crewman as ordered.	\$4,300
254(a)(3)	Failure to remove alien crewman as ordered.	\$4,300
255	Employment on passenger vessels of crewmen with certain afflictions.	\$1,100
256	Improper discharge of alien crewman.	\$4,300
257	Bringing alien to the U.S. as crewman with intent to evade CBP laws.	\$16,000
271	Failure to prevent unauthorized landing of aliens	\$4,300
272	Bringing an alien subject to refusal on a health- related ground.	\$4,300

Ina Sec	Circumstance	Max. Fine
273(a)(1)	Bringing an alien without a valid unexpired entry document.	\$4,300
273(a)(2)	Taking a fee, deposit, or consideration as a condition of boarding an alien.	\$4,300
	Bringing a Visa Waiver Program (VWP) alien without a valid machine-readable passport (MRP) after 10/26/04.	\$4,300
	Bringing a VWP alien without a digital photograph in a machine-readable passport after 10/26/05.	\$4,300
	Bringing a VWP alien without a digital photograph in a MRP that includes an imbedded biometric chip after 10/26/05.	\$4,300
	Bringing a VWP alien without an ESTA authorization.	\$4,300

# **Part VI:**

**Quick Reference Travel Document Charts** 



### United States Citizens require one of the following:



**US Passport** 



Military ID Card (with official travel orders)



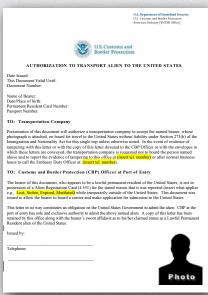


Merchant Mariner Card



**NEXUS Card** (at Nexus kiosk only)

# United States Citizens require one of the following (continued):



#### Transportation Letter



Lincoln Boarding Foil

# Canadian and Bermudan Citizens

require one of the following:





**Passport** 





This stamp placed inside UK passport indicates Bermuda Citizenship







NEXUS Card (at Nexus kiosk only)





# VWP Eligible Travelers require the following:

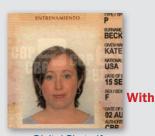


With

VWP Eligible Passport



Machine Readable Passport



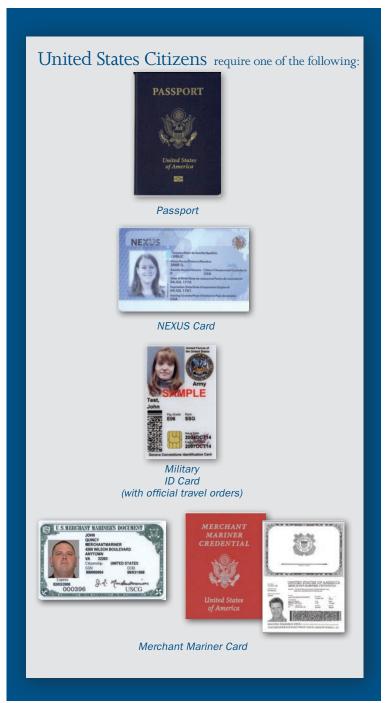
Digital Photo if issued after 25 October 2005



E-Passport if issued after 25 October 2006



## **Documentary Requirements for DEPARTURE** by Air



# Documentary Requirements for DEPARTURE by Air



require one of the following:



Permanent Resident Card



Immigrant Visa



**Passport** 



DHS Travel Document



Parole Letter





**ADIT Stamps** 

## **Documentary Requirements for DEPARTURE** by Air

Canadian Citizens require one of the following:



**NEXUS Card** 



Passport

All Others require a passport or Emergency Travel Document or Removal Order.



**Passport** 



Single Journey Letter



**Emergency Travel Document** 

# **Documentary Requirements for Departure by Air**

# Examples of documents **not** acceptable

for entry to or departure from the United States by air:

- Driver's License
- Birth Certificate
- Citizenship Certificiate (or Card)
- Naturalization Certificate
- Matricula Consular
- Cedula
- National Identification Card

When in doubt, contact the CBP Regional Carrier Liaison Group (RCLG) or the nearest Port of Entry.





An Example of an Expired Teslin Visa

# **Documentary Requirements by LAND & SEA**

### United States Citizens require one of the following:



US Passport



US Passport card



SENTRI Card



**NEXUS Card** 



State or Provincial Issued Enhanced Drivers License



**Enhanced Tribal Card** 



Global Entry Card

# **Documentary Requirements by LAND & SEA**

# Canadian Citizens require one of the following:



**NEXUS Card** 



**Passport** 





SENTRI Card

Northern Affairs Card



State or Provincial Issued Enhanced Drivers License

# **Part VII:**

The Advance Passenger Information System



The Advance Passenger Information System (APIS) was developed by the U.S. Government in 1989 as a voluntary program in cooperation with the airline industry. Mandatory APIS requirements were first implemented under the Aviation and Transportation Security Act (ATSA) of 2001 and the Enhanced Border Security and Visa Reform Act of 2002. As a result of 9/11 Commission recommendations, Congress mandated that DHS establish a requirement to receive advance information on international passengers traveling by air and sea, prior to their departure as required in the Intelligence Reform and Terrorism Prevention Act of 2004 (IRTPA).

### **APIS Pre-Departure and APIS Quick Query (AQQ) for Commercial Air Carriers**

On August 23, 2007, CBP published the APIS Pre-Departure Final Rule, providing a 180 day implementation period, with an effective date of February 19, 2008. This rule amends existing regulations and provides three options for commercial air carriers to transmit data.

#### Transmission

Air carriers may transmit pre-departure APIS information either:

- Using the APIS Batch Transmission, in interactive or non-interactive form, that requires air carriers to transmit the complete manifest for all passengers 30 minutes prior to departure.
- Using the APIS Quick Query (AQQ) mode that allows air carriers to transmit in real time as each passenger checks in for the flight prior to boarding.
- Under each option, the carrier will not permit the boarding of a passenger unless the passenger has been cleared.

For vessels departing from foreign ports bound for the U.S., current requirements to transmit passenger and crew arrival manifest data between 24 to 96 hours prior to arrival will remain unchanged, but requires vessel carriers to transmit APIS data 60 minutes prior to departure from the United States.

# **Part VIII:**

**Human Trafficking** 



### **Potential Victims of Human Trafficking**

Human trafficking is involuntary, involves forced exploitation of a person through physical and/or psychological coercion, and is a crime against a person's human rights.

Human trafficking differs from human smuggling in several ways but the exploitation of a person is what separates one from the other. Smuggling is voluntary and generally the relationship with the smuggler ends after the border crossing.

As a member of the transportation industry, you are in the unique position to observe passengers which provides you with the opportunity to view indicators that would otherwise remain unknown.

CBP officers are trained to identify potential victims of human trafficking.

All persons in the United States, even those here illegally, are protected by and subject to U.S. laws. CBP works closely with other federal partners to ensure that victims of human trafficking will be protected, given safe haven, and referred for medical or other assistance.







# U.S. Customs and Border Protection

U.S. Customs and Border Protection Washington, D.C. 20229

www.cbp.gov

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