



To send us your intake form PDF, please follow these 5 simple steps:

1. Once you are done filling out the form, Click "**Submit Form**" on the upper right hand corner
2. A pop up dialog box will appear. Do not change anything in this box. Just click "**Send**"
3. You will see a pop dialog with two options. Pick the second option "**Internet Email**"
4. Next, you will be asked to save the document on your desktop or preferred folder. Save it.
5. Finally, compose an email on your email address (i.e. hotmail, gmail, yahoo account) and upload the PDF! That's it!

If you have questions, contact Grey at grey@floridaimmigrant.org



Deportation Intake Form

www.floridaimmigrant.org

2800 Biscayne Blvd Ste #800 Miami, FL 33137

Completed by: _____ Date: _____

Disclaimer for individuals seeking assistance/Loved Ones:

We are not lawyers. Filling this intake form does not mean we will take your case. This information will serve as a useful tool in case you seek legal representation. Attorneys will ask you the same information and it is our hope that you have an idea of your case breakdown via this form. Please fill this out to the best of your knowledge.

Instructions for organizers/volunteers:

After you receive a call or inquiry about helping an individual's case and pushing to stop a deportation, please fill out this form as thoroughly as you can. There is a version of this form online <http://bit.ly/FLICendintake>

If there are any comments or questions, you may write in the ADDITIONAL NOTES section for submission and review. Inquiries can be sent to Grey Torrico at grey@floridaimmigrant.org

ABOUT YOU	
1. Full Name:	
2. Organization, if affiliated:	
3. Home or Cell #	
4. Email Address	
5. Relationship to person in deportation	
6. Language(s) you speak:	
7. Would you like to join our mailing list?	YES / NO
8. Your country of origin:	



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GENERAL INFORMATION ABOUT THE INDIVIDUAL DETAINED

This section is all about the individual who needs support on his/her case.

9. Full Name:	
10. A # (if applicable)	
11. Home Address:	
12. Email Address (if any)	
13. Cell	
14. Country of Origin	
15. Date entered in the US:	
15a. Method of Entry (i.e. plane, boat, border crossing)	
16. Immigration status (at entry)	
17. If detained, current location: date taken:	
18. Ordered deported in the past?	
18a. Do you currently or have you ever had a voluntary departure order?	
19. Current immigration status of:	
___ spouse	
___ children	
___ siblings	
___ parents	

Use one of these: Citizen(C), Undocumented (UN), Legal Permanent Resident (LPR), Asylee (A), Refugee (R), OTHER: _____

CRIMINAL HISTORY

20. Do you have prior convictions? YES / NO
if yes, fill chart on the next page.



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Arrest Date	Conviction Date	State	Charge	Length of Detention	Disposition of Case

21. Have you ever had contact with law enforcement? YES / NO

21a. If yes, when? Where?

22. Are any convictions currently being appealed? YES / NO

ATTORNEY INFORMATION

23. Have you sought legal advice? YES / NO

if yes, fill in below:

24. name/contact info of last attorney (if any):

DEPORTATION CASE, Info available at: 1-800-898-7180

24. Next hearing date (if any)	
25. Do you have a notice to appear?	YES / NO
Date NTA issued:	___/___/___
Charged as:	deportable / inadmissible
26. Immigration Judge's Name	
27. Immigration judge decision	
Date:	___/___/___
28. Board of Immigration Appeals decision	
Date:	___/___/___
29. Federal court action (if any)	
Date:	___/___/___

NOTES FROM YOU



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CASEWORKER NOTES

HELP OR REFERRAL GIVEN

NEXT STEPS