

¿Se ha Mudado?

¿Necesita Trasladar su Caso?

Información sobre Cambios de Dirección y Pedimentos de Cambio de Jurisdicción

La información facilitada ha sido preparada por la Oficina Ejecutiva de Revisión de Inmigración (EOIR) del Departamento de Justicia de los EE.UU. No se ofrece con la intención de brindar asesoría legal, ni debe ser interpretada de ningún modo, como tal. La información provista no extiende ni limita la jurisdicción de los Tribunales de Inmigración de acuerdo a lo establecido por reglamento y ley. Nada de lo contenido en este paquete informativo deberá limitar el poder discrecional de los Jueces de Inmigración para actuar conforme al reglamento y la ley.

¿SE HA MUDADO?

Complete un formulario de “Cambio de Dirección/Información de Contacto” ([Form EOIR-33/IC](#)) para usted y uno para cada miembro de su familia que se encuentre en un proceso ante el tribunal de inmigraciones. Entregue una copia al Tribunal de Inmigraciones y una copia al Departamento de Seguridad Nacional. Usted puede entregarle una copia al Tribunal de Inmigración en persona, por correo o en línea en la siguiente página: <https://respondentaccess.eoir.justice.gov/>. Puede entregarle una copia al Departamento de Seguridad Nacional por correo, en persona o en línea, a través del portal eService: <https://eserviceregistration.ice.gov>.

*Usted **DEBE** tramitar el Formulario EOIR-33/IC dentro de los **5 DÍAS** de haberse mudado y cambiado de dirección.

¿NECESITA CAMBIAR DE TRIBUNAL?

Con el fin de trasladar su caso a otro tribunal, usted debe preparar un “Pedimento de Cambio de Jurisdicción” por escrito, y entregar una copia al tribunal en el cual su caso está actualmente radicado y una copia al Departamento de Seguridad Nacional.

El Pedimento de Cambio de Jurisdicción debe contener la siguiente información:

- Fecha y hora de su próxima audiencia.
- Aceptación o denegación de los alegatos contenidos en la Notificación de Comparecencia (Formulario I-862) que el gobierno le ha entregado.
- El nombre del país al que desea ser expulsado en caso de ser expulsado (por ejemplo: su país de origen) o una declaración mencionando que no desea determinar un país en caso de expulsión. Usted no está obligado a designar un país en caso de expulsión, pero debe decírselo al Juez.
- Una lista de las solicitudes y los beneficios inmigratorios que usted va a solicitar, en caso de que así lo haga.
- Su nueva dirección y número de teléfono.
- Una explicación detallada del porque usted desea cambiar de tribunal.
- Documentos y pruebas de que usted se ha mudado.
- Un formulario de “Cambio de Dirección/Información de Contacto” completo (EOIR-33/IC).

HASTA QUE EL PEDIMENTO DE CAMBIO DE JURISDICCION NO HAYA SIDO OTORGADO, USTED DEBE COMPARECER A TODAS SUS AUDIENCIAS YA PROGRAMADAS

Instructions: To complete this form, fill out all blanks below, including proof of service, which certifies that you will provide a copy of this form to the Department of Homeland Security (DHS). After filling in the blanks and signing both the declaration and proof of service, you must submit the form electronically, in person, or by mail. If submitting electronically, file in Respondent Portal at <https://respondentaccess.eoir.justice.gov>. Attorneys and fully accredited representatives submitting this form electronically must file in Case Portal at <https://portal.eoir.justice.gov>. If submitting by mail, follow the mailing instructions on Page 2. You must submit a separate copy of this form for each individual who has a case pending in immigration court and whom the change of information affects.

You must file this form with the immigration court within five working days of the change to your contact information, or your receipt of a charging document (e.g., a Notice to Appear) with incorrect contact information. The immigration court will send all official correspondence (e.g., notices, decisions) to the address you provide. The immigration court will only make any change(s) to your contact information in EOIR's records upon receipt of this form; the immigration court will not change your contact information based on different information on pleadings, motions, or other communications with the court.

If you fail to appear at any hearing before an immigration judge when notice of that hearing or other official correspondence was served on you or sent to the address you provided, DHS may take you into custody. In addition, the immigration court may conduct your hearing in your absence and enter an order of removal, deportation, or exclusion against you. If the court enters such an order, you may be ineligible for certain forms of relief from removal under the Immigration and Nationality Act as follows:

- If you are in **removal** proceedings: You will be subject to an order of removal for a period of ten years after the date of entry of the final order. You may also become ineligible for voluntary departure, cancellation of removal, and adjustment of status or change of status.
- If you are in **deportation** proceedings: You will be subject to an order of deportation for a period of five years after the date of the entry of the final order. You may also become ineligible for voluntary departure, suspension of deportation or voluntary departure, and adjustment of status or change of status.
- If you are in **exclusion** proceedings: Your application for admission to the United States may be considered withdrawn.

Name - Last, First, Middle, Suffix (if applicable):	A-Number:
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My FORMER address and phone number were:	My CURRENT address and phone number are:
<hr/> <p style="text-align: center;">"In care of" other person (if any)</p> <hr/> <p style="text-align: center;">Number; Street; Apartment (if any)</p> <hr/> <p style="text-align: center;">City, State, and ZIP Code; Country (if other than U.S.)</p> <hr/> <p style="text-align: center;">Phone Number (include country code if other than U.S.)</p> <hr/> <p style="text-align: center;">Email Address</p>	<hr/> <p style="text-align: center;">"In care of" other person (if any)</p> <hr/> <p style="text-align: center;">Number; Street; Apartment (if any)</p> <hr/> <p style="text-align: center;">City, State, and ZIP Code; Country (if other than U.S.)</p> <hr/> <p style="text-align: center;">Phone Number (include country code if other than U.S.)</p> <hr/> <p style="text-align: center;">Email Address</p>

I declare under penalty of perjury, pursuant to 28 U.S.C. § 1746, that I am the person named above associated with the A-Number listed above, and that the information contained in this form is true and correct to the best of my knowledge.

SIGN HERE →	X _____	_____
	Signature	Date

PROOF OF SERVICE

I, _____, provided a copy of this Change of Address Form on, _____, to the

(Name) (date)

Office of the Principal Legal Advisor for DHS Immigration and Customs Enforcement-ICE at: _____

(Indicate if electronic/email service, or in-person or mail service (provide Number and Street, City, State, ZIP Code))

By signing, I agree to provide a copy of this Change of Address Form to the Office of the Principal Legal Advisor for DHS Immigration and Customs Enforcement-ICE at the location I selected above. I understand that I can provide DHS with a copy either electronically through the DHS eService portal (register at <https://eserviceregistration.ice.gov>), or by mail or personal delivery.

SIGN HERE →	X _____	_____
	Signature	

SERVICE INSTRUCTIONS

1. Provide a copy of the completed form to the DHS ICE Office of the Principal Legal Advisor (OPLA) per the method you specified in the PROOF OF SERVICE above. Copies provided electronically can be done through DHS ICE eService Portal, located at <https://eserviceregistration.ice.gov>. Addresses for DHS ICE OPLA Field Locations where copies can be mailed or delivered in-person are available online at <https://www.ice.gov/contact/legal>. Failure to comply with these requirements may result in EOIR rejecting the filing.
2. To mail the form to the immigration court, fold the page at the dotted lines marked “Fold Here” so that the address is visible. (**Important:** Ensure the address section is visible after you fold the page.)
3. Staple, or otherwise secure, the folded form along the open end marked “Fasten Here.”
4. Place appropriate postage stamp in the area marked “Place Stamp Here.”
5. Write your return address in the area marked “PUT YOUR ADDRESS HERE.”
6. Mail the original form to the immigration court.

Fold Here

PUT YOUR ADDRESS HERE

Place
Stamp
Here

U.S. Department of Justice
Executive Office for Immigration Review
Immigration Court

1961 Stout Street
Suite 3101
Denver, CO 80294

Fold Here

Privacy Act Notice

The information on this form is required by 8 U.S.C. § 1229(a)(1)(F)(ii) and 8 C.F.R. § 1003.15(d)(2) in order to notify EOIR’s immigration court of any change(s) of address or phone number. The information you provide is mandatory. Failure to provide the requested information limits the notification you will receive and may result in adverse consequences noted above. EOIR may share this information with others in accordance with approved routine uses described in EOIR’s system of records notice EOIR-001, Records and Management Information System, and EOIR-003, Practitioner Complaint-Disciplinary Files.

Fasten Here

Your Name: _____

Your Address: _____

UNITED STATES DEPARTMENT OF JUSTICE
EXECUTIVE OFFICE FOR IMMIGRATION REVIEW
IMMIGRATION COURT

City and State: _____

_____)
In the Matters of:)
_____)
(your name) _____))
_____)

File No.: A _____
(your alien registration number)

Immigration Judge: _____ Next Hearing Date: _____

**RESPONDENT’S MOTION TO
CHANGE VENUE**

Sample Motion to Change Venue

RESPONDENT’S MOTION TO CHANGE VENUE

Respondent, _____ (Name), moves this Honorable Court to change the venue of her removal proceedings from _____ (city and state of the current immigration court) to the immigration court in _____ (city and state where you want your case moved). I seek this change of venue pursuant to 8 CFR § 1003.20.

In support of this motion, I state as follows:

Respectfully submitted,

Name

Dated: _____

United States Department of Justice
Executive Office for Immigration
Review Immigration Court

[the court's location (city and state)]

In the Matter of: [your name] A Number: [your alien registration number]

ORDER OF THE IMMIGRATION JUDGE

Upon consideration of the respondent's Motion to Change Venue, it is HEREBY ORDERED that the motion be [] GRANTED [] DENIED because:

- [] DHS does not oppose the motion.
[] The respondent does not oppose the motion.
[] A response to the motion has not been filed with the court.
[] Good cause has been established for the motion.
[] The court agrees with the reasons stated in the opposition to the motion.
[] The motion is untimely per []
[] Other:

Deadlines:

- [] The application(s) for relief must be filed by []
[] The respondent must comply with DHS biometrics instructions by []

Date

Immigration Judge

CERTIFICATE OF SERVICE

THIS DOCUMENT WAS SERVED VIA:

MAIL () PERSONAL SERVICE () ELECTRONIC SERVICE ()
TO: RESPONDENT () RESPONDENT'S C/O CUSTODIAL OFFICER ()
RESPONDENT'S ATTY/REP () DHS ()

DATE: [] BY: COURT STAFF []

ATTACHMENTS: EOIR-33 () EOIR-28 () LEGAL SERVICES LIST () OTHER

(Respondent's Name)

(Respondent's Alien Number)

CERTIFICATE OF SERVICE

On _____, I, _____,
(date) (printed name of person signing below)

served a copy of this Motion to Change Venue

and any attached pages to _____
(name of party served)

at the following address: _____
(address of party served)

by _____.
(method of service, for example overnight courier, hand-delivery, first class mail)

(signature)

(date)