

YOUR WORKING CHECKLIST

Track an original document separately from copies and FOIA access

What should I record when researching the return of an original immigration document?

Identify the physical document, who submitted it, the case and the likely custodian before checking the current official return process. Keep an original-return request separate from a FOIA request for records or a replacement application. This guide does not promise return, certify ownership or select the right form for an individual.

Check the boxes on screen or by hand. Use the notes area for records to find and questions to ask.

Your preparation checklist

- ☐ Identify the exact physical item.
- ☐ Reconstruct how the agency received it.
- ☐ Read the current official return instructions.
- ☐ Keep request and shipping evidence distinct.
- ☐ Protect and reconcile the item on receipt.

Notes and questions to follow up

Source links and current instructions

Sources checked October 25, 2026. Follow current instructions at the linked institution.

USCIS: Policy Manual: evidence

<https://www.uscis.gov/policy-manual/volume-1-part-e-chapter-6>

National Archives / OGIS: Using FOIA to access immigration records

<https://www.archives.gov/ogis/resources/foia-ombuds-observer/2023-02>

Immigrant Insider: Editorial policy and verification status

<https://immigrantinsider.com/editorial-policy/>

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Return to the complete guide

<https://immigrantinsider.com/procedures/original-return-tracking/>

General information

This free organizer is not a government form and does not submit an application, establish eligibility, preserve a deadline or replace individual legal advice. Government filing fees and professional services are separate.